



Town of Pembroke Park

Agenda

REGULAR COMMISSION MEETING
Wednesday, February 12, 2020 @ 7:00 PM
Council Chambers

	Page
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL	
4. ADDITIONS, DELETIONS OR WITHDRAWALS TO THE AGENDA	
5. PRESENTATIONS / PROCLAMATIONS	
5.a Proclamation - Pembroke Park School Choice Week - Mayor Mohammed	9 - 11
Proclamation Pembroke Park School Choice Week	
5.b Cool Church Proclamation - Mayor Mohammed	12
PROCLAMATION For COOL CHURCH	
6. REPORTS	
6.a Lobbyist monthly report - January	13 - 25
lobbyist team Jan 2020	
7. PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE	
7.a CASE 4556 & 4558 – G&A CAPITAL HOLDINGS INC. – HEARING TO	26 - 125
CONFIRM FINE – Section (s) 5-103 (h) – Property Maintenance ; 12-48 –	
Outdoor Storage Prohibited– FIRST OFFENSE -	
Code 4556	
Code 4556 a	
Code 4558	
8. CONSENT AGENDA	
8.a Minutes:	126 - 146
01 08 2020 Pension Board Meeting	
01 08 2020 Regular Commission Meeting	
01 15 2020 Special Commission Meeting	
01 22 2020 Workshop Commission Meeting	
01 08 2020 Pension Board Meeting	
01 08 2020 REGULAR COMMISSION MEETING MINUTES	
01 15 2020 Special Commission Meeting REVISED	
01 22 2020 MINUTES Workshop FINAL	
8.b Finance Department - Assistant Finance Director Taubenfeld	147 - 173
Bills over \$500	
BillsOver\$500Feb12thMeeting (Updated)	
Finance Bank Balances - Feb 12th Meeting	

- 8.c Disaster Relief Worksite Agreement - Assistant Town Manager Daughtrey 174 - 178

RESOLUTION NO. 2020-008

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO A DISASTER RELIEF WORKSITE AGREEMENT WITH CAREERSOURCE BROWARD; AUTHORIZING THE TOWN MANAGER TO DETERMINE THE NUMBER OF TEMPORARY EMPLOYEES REQUIRES AND TO EXECUTE AND DELIVER THE AGREEMENT AND RELATED DOCUMENTS FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

[Disaster Relief Worksite Agreement](#)
[2020-008 Resolution Disaster Relief 02 12 2020](#)

- 8.d Employment Law Agreement and Labor Law Agreement from the Florida League of Cities (FLC) - Mayor Mohammed 179 - 186

RESOLUTION NO. 2020-015

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO A LEGAL REPRESENTATION AGREEMENT WITH SNIFFEN & SPELLMAN, P.A.; AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

[2020-015 RESO Spellman](#)
[FLC 1](#)
[FMIT EPL MRA - Town of Pembroke Park](#)
[FLC Spellman REVISED](#)

- 8.e Vehicle Purchase not to exceed \$30,000.00 - Public Services Director Larson 187 - 232

RESOLUTION NO. 2020-016

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER AN AGREEMENT WITH GARBER CHEVROLET BUICK GMC FOR THE PURCHASE OF ONE MOTOR VEHICLE; AUTHORIZING THE TOWN MANAGER AND APPROPRIATE TOWN OFFICIALS TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE OF THE MOTOR VEHICLE; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

[Vehicle Purchase Mr. Newall](#)
[2020-016 RESO Garber Vehicles](#)

- 8.f Everbridge Contract - Clerk Commission Jacobs, Interim Deputy Clerk Martell and Mark Pakula, IT 233 - 240

RESOLUTION NO. 2020-017

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO ENTER INTO THE MEMORANDUM OF AGREEMENT BETWEEN FLORIDA DIVISION OF**

EMERGENCY MANAGEMENT AND THE TOWN OF PEMBROKE PARK; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID MEMORANDUM OF AGREEMENT FOR AND ON BEHALF OF TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

[2020-017 RESO Everbridge](#)
[Everbridge MOA](#)

8.g Golf Carts - Vice Mayor Clark

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RESOLUTION NO. 2020-019

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO PURCHASE A GOLF CART FOR USE BY THE PARKS DEPARTMENT; AUTHORIZING THE PUBLIC SERVICE DIRECTOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE TRANSACTION; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

[Golf Carts Quotes](#)
[2020-019 Golf Carts 02 12 2020](#)

8.h RESOLUTION/CONTRACT - Professional Fire Fighters Association of South Florida Lease - Mayor Mohammed, Public Services Director Larson

259 - 285

RESOLUTION NO. 2020-021

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO AN OFFICE LEASE WITH PROGRESSIVE FIREFIGHTERS ASSOCIATION OF SOUTH FLORIDA, INC., A FLORIDA NOT-FOR-PROFIT CORPORATION, AUTHORIZING THE MAYOR TO EXECUTE AND DELIVER SAID OFFICE LEASE ON BEHALF OF TOWN; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

[Professional Firefighters Lease 01 22 2020](#)
[Fire Fighter Lease](#)
[Fire Fighter Memo of Agreement](#)
[Reso 2020-021 Fire Fighters Lease](#)
[Building Memo regarding lease](#)

8.i Credit Balances for Sign Variances - Attorney Ryan

286 - 288

RESOLUTION 2020-020

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **ADOPTING A POLICY FOR DEVELOPMENT APPROVAL AND PUBLIC WORKS PROJECTS APPLICATION DEPOSITS; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

[Reso 2020-020 Deposit Reimbursement](#)
[2020-020 Exhibit](#)

9. RESOLUTIONS

REGULAR COMMISSION MEETING

February 12, 2020

- 9.a Instruct Legislative staff to work on the following five (5) incentives Mayor Mohammed
- ResolutionTCSF # 19-01 - Support and advocate for full Appropriation of Sadowski State and Local Housing Trust Funds for Housing.

289 - 320

Resolution No. 2020-022

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; **SUPPORTING FULL APPROPRIATION OF STATE AND LOCAL HOUSING TRUST FUNDS FOR HOUSING;** SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDED AN EFFECTIVE DATE.

ResolutionTCSF # 19-02 - Ensure that any reauthorization of the National Flood Insurance Program include meaningful affordability protections and cap on annual increases for all policy holders; increase inclusion, affordability, mitigation, mapping, solvency, consumer protection, privatization, and transparency.

Resolution No. 2020-023

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; URGING THAT ANY REAUTHORIZATION OF THE NATIONAL FLOOD INSURANCE PROGRAM MUST INCLUDE MEANINGFUL AFFORDABILITY PROTECTIONS FOR ALL POLICY HOLDERS, SPECIFICALLY A LOWER CAP ON ANNUAL INCREASES.

ResolutionTCSF # 19-03 - Support legislation to quantify and address current and projected deficit funding needed for water and wastewater infrastructure investment; significantly increase funding for waterinfrastructure.

Resolution No. 2020-024

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING LEGISLATION THAT WILL QUANTIFY AND ADDRESS THE CURRENT AND PROJECTED DEFICIT IN FUNDING NEEDED FOR WATER AND WASTEWATER INFRASTRUCTURE INVESTMENT TO ACCOMMODATE FLORIDA'S GROWING POPULATION AND PROTECT THE ENVIRONMENT

ResolutionTCSF # 19-04 - Support increased awareness and prioritize thereduction and eventual elimination of land application of human biosolids; support funding for new state of the art wastewater treatmenttechnologies.

Resolution No. 2020-025

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING COLLABORATION WITH STATEWIDE ORGANIZATIONS, STATE AGENCIES, AND OTHER PARTNERS TO

INCREASE AWARENESS OF BIOSOLIDS MANAGEMENT ISSUES IN FLORIDA AND PRIORITIZE THE REDUCTION AND EVENTUAL ELIMINATION OF THE LAND APPLICATION OF HUMAN WASTEWATER BIOSOLIDS; AND URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO ESTABLISH A PILOT PROJECTS PROGRAM FOR FUNDING NEW STATE OF THE ART WASTEWATER TREATMENT TECHNOLOGIES TO IMPROVE RECOVERY, PROVIDE MORE EFFICIENT USE OF HUMAN WASTEWATER BIOSOLIDS, AND REDUCE ENVIRONMENTAL IMPACTS

Resolution TCSF # 19-05 - Support the establishment of a long-term, recurring revenue source for Coral Reef disease intervention and restoration at both state and federal levels; support the national *Restoring Resilient Reefs Act of 2019* to restore and conserve America's Coral Reefs

Resolution No. 2020-026

A RESOLUTION OF TOWN OF PEMBROKE PARK, FLORIDA; URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO ESTABLISH A LONG-TERM, RECURRING REVENUE SOURCE TO PROVIDE ADEQUATE AND FLEXIBLE FUNDING FOR CORAL REEF DISEASE INTERVENTION AND RESTORATION AND TO BETTER ADDRESS HARMFUL ENVIRONMENTAL CONDITIONS ENABLING THE DISEASE EPIDEMIC CRITICALLY DAMAGING THE FLORIDA REEF TRACT, WHICH CONSISTS OF THE SOVEREIGN SUBMERGED LANDS AND STATE WATERS OFFSHORE OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, AND MARTIN COUNTIES; AND SUPPORTING FEDERAL LEGISLATION FOR INCREASED FUNDING OF RESPONSE ACTIVITIES AND CODIFICATION OF THE CORAL REEF TASK FORCE

[Legislative item COMPLETE Mayor Mohammed.docx](#)

[2020-022 RESO Funds for Housing](#)

[2020-023 Flooding](#)

[2020-024 Infrastructure Wastewater](#)

[2020-025 Biosolids](#)

[2020-026 RESO Coral Reef](#)

10. ORDINANCES

11. NEW BUSINESS

11.a Lagom HR - Crisis Management Services - Mayor Mohammed

321 - 326

RESOLUTION NO. 2020-018

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO THE FIRST AMENDMENT TO HUMAN RESOURCE CONSULTING SERVICES AGREEMENT WITH LAGOM HR, INC.; AUTHORIZING MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID FIRST AMENDMENT FOR AND ON BEHALF OF TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.**

[2020-018 RESO Lagom Crisis Management](#)

[Crisis Management Lagom HR First Amendment](#)

11.b Pet Shop Moratorium - Dr. Do Little - Mayor Mohammed, Attorney Ryan

327 - 333

Resolution No. 2020-29

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF

PEMBROKE PARK, FLORIDA, **ENACTING A TEMPORARY MORATORIUM PROHIBITING THE ACCEPTANCE OR PROCESSING OF ANY APPLICATION FOR A BUSINESS TAX RECEIPT OR OTHER OFFICIAL ACTION OF THE TOWN HAVING THE EFFECT OF PERMITTING OR ALLOWING THE RETAIL SALE OF DOGS AND CATS; PROVIDING FOR A SIX MONTH TERM, TO BE EXTENDED, IF NECESSARY BY TOWN COMMISISON; PROVIDING FOR EARLY TERMINATION; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Ordinance 2020-001

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **RELATING TO CHAPTER 4, ANIMALS; PROVIDING FOR A NEW SECTION 4-10.1, RETAIL SALE OF DOGS AND CATS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

[2020-029 Moratorium](#)

[2020-001 Orf Pet Shop Moratorium](#)

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|------|--|-----------|
| 11.c | Update of Flooding in Bamboo Lakes and FEMA help - Commissioner Cohen, Attorney Ryan
<u>FLOODING REPORT</u> | 334 - 359 |
| 11.d | Update - Recommendations to create Adoption of Citation Process and Forms - Building Official Nunez, Attorney Ryan | |
| 11.e | 2020 Census concensus to place computer at Town Hall - Mayor Mohammed
<u>CENSUS 2020</u> | 360 - 367 |
| 11.f | Selection Committee for Town Attorney, Town Planner and Document Solutions - Assistant Town Manager Daughtrey
<u>RFP 20-03 for Town Attorney Services 12-17-19</u>
<u>RFP 20-04 Professional Planning Consulting Services 12-17-19</u>
<u>RFP 20-06 - Document Management Solutions</u> | 368 - 411 |
| 11.g | Ratification of Fine - CASE 4809 – R & P SKILLED SERVICE INC – HEARING TO ABATE FINE – FBC Section 108.4 – No Building Permit - FIRST OFFENSE - Ms. Roach made a motion in case 4809 to fine \$2,500.00, seconded by Mr. Schrader. - Code Enforcement Officer Louis
<u>Code 4809</u> | 412 - 417 |
| 11.h | Copier contract - Assistant Finance Director Taubernfeld | |
| 11.i | Florida League of Cities, Federal Action Strike Team - Clerk Commissioner Jacobs
<u>FLC</u> | 418 |
| 11.j | Eggstravaganza Event - Mayor Mohammed, Administrative Assistant Brown
<u>Memo for Eggstravaganza</u> | 419 |
| 12. | OLD BUSINESS | |
| 12.a | Septic Sewer Pricing - Mayor Mohammed, Public Services Director Larson
<u>Sanitary Sewer SW 30th Av</u> | 420 - 431 |

[Sanitary Sewer Exhibit Legislature](#)

- 12.b Polo Club, change fee due to financial hardship - Mayor Mohammed 432 - 443
[Polo Extended Hours Miller 01 22 2020](#)
[Miller PP Clerk Email Polo Club EHL Dec 31 2019](#)
[POLO - Miller](#)
[POLO - Miller Alcoholic Extended Hours License](#)
- 12.c Sweeney's Car Wash business to continue as grandfathered - Mayor Mohammed 444 - 646
[Miller PP Clerk Email Sweeney's Car Wash Dec 31 2019](#)
[Sweeney's Car Wash Back-up 1](#)
[Sweeney's Car Wash Back-up 2](#)
- 12.d DISCUSSION: Reimbursement of Attorneys' Fees for Ashira Mohammed and Howard P. Clark - Attorney Ryan 647 - 682
Resolution No. 2020-027
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE REIMBURSEMENT OF REASONABLE PRIVATE LEGAL EXPENSES TO HOWARD P. CLARK JR. PURSUANT TOWN OF PEMBROKE PARK ORDINANCE NO. 18-10-03; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
Resolution No. 2020-28
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE REIMBURSEMENT OF REASONABLE PRIVATE LEGAL EXPENSES TO ASHIRA A. MOHAMMED PURSUANT TOWN OF PEMBROKE PARK ORDINANCE NO. 18-10-03; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
[2020-027 A Clark reimbursement](#)
[2020-028 A Mohammed reimbursement](#)
[LEGAL FEES VICE MAYOR](#)
[Mayor email Schedule a meeting - OIG 2020](#)
[Mayor Attorney's Fees 1](#)
[Mayor Attorney's Fees 2](#)
[Mayor email Interview](#)
[Letter from Vice Mayor distribution of fees](#)
- 12.e Determination of hours to fully execute the Mutual Aid Agreement for Ms. Joseph - Mayor Mohammed, Clerk Commissioner Jacobs
- 12.f Agro-Eco Wellness Program - Vice Mayor Clark 683 - 693
[Ago FreshFoodAccessReport 2020](#)
- 12.g Coca Cola - Circle of Palms - Vice Mayor Clark
Palm Tree Dedication on March 12 Donation of owls as addition to the Town's owl burrow at the Preserve
- 12.h Permaculture Design Certificate from Oregon State University - Vice Mayor Clark
Seeking the consensus of the Commissioners to utilize the Town as a design study for the class

- 13. DISCUSSION
 - 13.a Code of Ordinance Chapter 12 - Commissioner Dieuveille, Attorney Ryan 694 - 700
[Ordinance 12 REVISED 10 2018](#)
 - 13.b Process to select the Town Manager - Clerk Commissioner Jacobs
 - 13.c Recommend to change in Workshop meeting of March 25th - Clerk Commission Jacobs
 - 13.d Workshop to discuss Drainage Flooding/FEMA Master Plan - Vice Mayor Clark
 - a. Sand bags
 - b. Barriers
- 14. FOR YOUR INFORMATION
 - 14.a Build two library stations for the park - Clerk Commissioner Jacobs
- 15. COMMISSION REPORTS
- 16. ATTORNEY REPORTS
- 17. TOWN MANAGER REPORTS
- 18. ANNOUNCEMENTS
 - 18.a Relay for Life - Vice Mayor Clark
 - 18.b One Blood, Saturday, February 15th - Vice Mayor Clark 701
[One Blood](#)
 - 18.c Black History Month - February 21, 2020 FREE luncheon - Recognizing the Mayor - Event Coordinator Brown 702
[Black History Month](#)
 - 18.d Workshop Meeting, February 26th at 6:00 PM
- 19. ADJOURNMENT

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. ANYPERSON 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.

Joy Brown

From: Proclamations Department <proclamations@schoolchoiceweek.com>
Sent: Monday, January 13, 2020 12:46 PM
To: Ashira Mohammed
Subject: Proclamation Request

Dear The Honorable Mohammed,

Thank you to the leaders who have provided a proclamation supporting school choice week in your community. We have had an overwhelming response! Thank you for your support. It is not too late to provide a proclamation, however, if you have not. Please see the request below if you have not yet provided a proclamation for PEMBROKE PARK School Choice Week.

We are respectfully requesting that you consider joining city and county leaders across the country in officially recognizing January 26 – February 1, 2020 as School Choice Week in PEMBROKE PARK.

Issuing a proclamation provides an opportunity to shine a positive spotlight on the K-12 education options available for children and families in PEMBROKE PARK.

Last year, more than 565 mayors and county leaders, along with 19 governors, the unanimous United States Senate, and the President, issued proclamations recognizing National School Choice Week, which in 2020 will feature more than 50,000 events across America.

National School Choice Week is entirely nonpolitical and nonpartisan, and we do not advocate for or against any legislation. Our goal is simply to raise awareness, among parents, of the public and nonpublic K-12 education options available to their children.

Please let me know if you will be able to issue this proclamation and help us

raise awareness of the importance of opportunity in education. I greatly appreciate your consideration. We have provided both a Word and .PDF proclamation template on our website at:

<https://schoolchoiceweek.com/proclamations/>

Also, for your convenience, we have provided the suggested proclamation language below.

Best,
Andrew

Andrew Campanella

President

National School Choice Week

www.schoolchoiceweek.com

SUGGESTED PROCLAMATION LANGUAGE

PEMBROKE PARK School Choice Week

WHEREAS all children in PEMBROKE PARK should have access to the highest-quality education possible; and,

WHEREAS PEMBROKE PARK recognizes the important role that an effective education plays in preparing all students in PEMBROKE PARK to be successful adults; and,

WHEREAS quality education is critically important to the economic vitality of PEMBROKE PARK; and,

WHEREAS PEMBROKE PARK is home to a multitude of high quality public and nonpublic schools from which parents can choose for their children, in

addition to families who educate their children in the home; and

WHEREAS, educational variety not only helps to diversify our economy, but also enhances the vibrancy of our community; and,

WHEREAS PEMBROKE PARK has many high-quality teaching professionals in all types of school settings who are committed to educating our children; and,

WHEREAS, School Choice Week is celebrated across the country by millions of students, parents, educators, schools and organizations to raise awareness of the need for effective educational options;

NOW, THEREFORE, I, Ashira Mohammed do hereby recognize January 26 – February 1, 2020 as PEMBROKE PARK School Choice Week, and I call this observance to the attention of all of our citizens.

INSTRUCTIONS

- **If you issue a proclamation, please send a .pdf copy of the proclamation to Julie Collier at proclamations@schoolchoiceweek.com, so that we may recognize you for participating.**
- **If you choose to send a hard copy of an issued proclamation, please send it to: Julie Collier, National School Choice Week, 2140 E Southlake Blvd., Suite L-820 – Southlake, TX 76092.**

[Follow on Twitter](#) [Friend on Facebook](#)

National School Choice Week provides an unprecedented opportunity, every January, to shine a spotlight on the need for effective education options for all children. Independently planned by a diverse coalition of individuals, schools and organizations, NSCW features thousands of special events across the country. The Week is a nonpartisan and nonpolitical public awareness effort.

COOL CHURCH

WHEREAS, Cool (Create Out Of Love) Church was created on January 27th, 2019, in the South Florida area welcomed as the new church plant of Trinity Church; and

WHEREAS, Cool Church is a multicultural, cross-generational, creative ministry built on solid bible principles, love and family. COOL Church is co-pastored by the creative and spirit-filled duo Terrance and Johanne Wilson; and

WHEREAS, Cool Church's Co-pastors have an extensive history in the church as they served in various capacities at Trinity Church. Pastor Terrance a native of Carol City grew up in Trinity Church before attending Maryland Institute College of Arts (MICA), where he earned a bachelor's in Illustration and master's in Digital Arts and met his beautiful wife and co-pastor Johanne. In 2005, Holy Cross Lutheran School called him back to Miami where he gravitated back to his roots - Trinity. Trinity recognized his talents as a youth mentor and guided him to being the youth leader where he progressed through his love of the arts to becoming their creative director to where he is now as the co-pastor of Cool Church; and

WHEREAS, Cool Church's Co-pastor Johanne decisiveness and joy to serve comes from her unwavering faith, and is a trailblazer and role model to all. As a woman of Haitian descent, her strong desire is to shift the focus from the island's devastation and poverty to its creativity and resources. Johanne's vibrant career, has led her to be recognized with several awards of distinction, including: Addy Award, P&G AG Lafley Deign Award, 40 Under 40, and Urban League Service; she is also a Goldman Sachs 10K Small Businesses alumna; and

WHEREAS, Cool Church is built on the foundation of Love and Family, Cool Church mission is to strengthen communities one family at a time with the infallible word of God. Cool Church is focused on bringing the broken home at all costs and believes in reaching out to those who are the furthest away from God; and

WHEREAS, Pastor T. believes that "Pastor is a title but that's not what the job is. The job description is saving people; the job is being there when somebody's on their sickbed; the job is being there when somebody's getting evicted; The job is loving people that nobody wants to love. I like preaching, but that's not why I do it. ... If I never got to preach again, I'm gon' keep loving on people whether I've got the title of pastor or not,"; and

WHEREAS, Cool Church through the leadership of the Wilsons' and their passion for Creative Arts, Community and Spiritual Empowerment will be a force of hope and inspiration and learning for many years to come. Happy Birthday Cool Church.

NOW, THEREFORE, I, Ashira Mohammed, Mayor of the Town of Pembroke Park do hereby recognize January 27, 2020, as Cool Church Day.

Ashira Mohammed, Mayor	Howard P. Clark Jr. Vice-Mayor
Geoffrey Jacobs, Clerk-Commissioner	Reynold Dieuveille, Commissioner
	Georgina Cohen, Commissioner

CAPITAL HILLS CONSULTANTS
Governmental & Political Consulting

2436 N. Federal Hwy, #483
Lighthouse Point, FL 33064

E-mail: sigersonatlaw@aol.com

Phone: (954) 540-7252
Alt. Ph: (954) 336-3544

M E M O R A N D U M

DATE: February 05, 2020

TO: The Mayor, Vice Mayor and Commissioners

FROM: David K. Sigerson, Jr., Esq. for Capital Hills Consultants
And the Governmental Consulting Team

SUBJECT: Regular Monthly Report for January, 2020

This report covers the Month of January, 2020.

CHC – David Sigerson Activities:

Activities and Meetings. Legislative meetings: I traveled to Tallahassee to attend the final House and Senate Interim Committee meetings on Monday January 13, 2020, and thereafter the opening of the 2020 Regular Legislative Session which began the next day on Tuesday January 14th. I have attended various legislative committee meetings and general sessions of the House and Senate during the balance of the month of January. During this time have met with members and staff and also with the other Pembroke Park Lobby Team members regarding the Town's legislative objectives both in the area of annexation legislation and Legislative Budget Requests (LBRs). Also while in Tallahassee during the Legislative Session, I attend F.A.I.R. meetings (Florida Association for Intergovernmental Relations) where issues, bills and amendments affecting local government are discussed – often resulting in action for or against a given issue or bill by members in concert with one another.

In addition, I attended the annual Broward Days Tallahassee (BDT) Legislative meetings, seminars and events to the extent that they didn't conflict with relevant House or Senate committee meetings. The BDT program afforded the opportunity to hear from various agency heads, including the heads of the Division of Emergency Management and the Department of Economic Opportunity. These events also provided me with a unique opportunity to meet and speak with various legislative, delegation and agency officials including Commissioner of Agriculture and Consumer Services, Nikki Fried, and the Governor's Chief of Staff, Shane Strum. And finally, I met with the Mayor when she was in Tallahassee to discuss legislative issues and assist her in meeting legislators and officials at the Capital.

Legislation on Annexation: – Annexation of Property

Unfortunately, our House sponsor decided that he did not want to file our annexation bill this year, but promised to file it next year – he had seven bills he had agreed to file, but was limited to just six and we were the odd man out.

Anticipating that this might happen, Richard Coates, Bill Helmich and I have been meeting with legislators during December and January to discuss our proposal and to seek support and/or co-sponsors who might become a prime sponsor for the Town's proposal and possible alternative strategies for adoption of our language.

Pembroke Park Legislative Program.

The Pembroke Park Legislative Program (presented at the Oct. 2nd Commission Workshop Meeting) essentially consists of three elements: Legislation that impacts municipalities in general; Legislation affecting the Town in particular (for example: mobile home legislation that would force local governments to pay mobile home relocation costs) or legislation that relates to our long-term strategy to protect and preserve the Town (e.g. annexation); and, third, Legislative Budget Requests (LBRs) - as developed from the priority project list as recommended by staff and approved by the Commission.

As of this writing, there have been a total of 3461 bills filed (979 SBs and 2482 HBs) – a majority of the HBs are LBR's. I continue to review bills, amendments and staff reports for the bills that potentially affect local government in general or the Town of Pembroke Park specifically, consistent with the policy perimeters that the Town historically has had, and currently has, in place for its Legislative Program Policy Guidelines.

Altogether, we have pulled out about 100 bills for more in depth analysis. In addition to the bills on the list submitted by Richard Coates (Tidewater), I have identified some other bills for analysis and tracking. Some examples are listed below:

SB 126/HB 159 – Sales & Use Tax, Gruters

SB 134/HB 6009 – Preemption of Firearms Regulation, Taddeo (HB: Daley, Joseph & Stark)

HB 149 – MMTC/Lic Req./Limitation Removed, Sabatini

SB 304 School Safety Funding, Cruz

SB 306/HB 381 State Funds/Affordable Housing Trust Fund, Mayfield, Taddeo/Silvers, Killebrew

SB 370/HB 553 School Safety Officers, Cruz/Antone

SB 754/HB 699 School Crossing Guards, Baxley/Hage

SB 766/HB 611 Local Government Accountability, Perry/Sabatini

SB 778/HB 537 Home Based Businesses, Perry/Donald

SB 818 Manufactured Housing, Hooper

SB 998 Housing, Hutson

SB 1022 Mobile Home Parks, Rouson

SB 1336/HB 3 Preemption of Local Occupational Licensing, Perry/Grant

Local Budget Requests (LBRs) – Three of our Legislative Budget Request bills received a hearing in the House and one project, John P Lyons Stormwater Pumping Station, made it into the House Budget (HB 5001) for \$100,000. See the GAS (Dale Milita and Connie Vanassche) report below for more details.

The following is a list of our LBR bills by House Bill number:

HB 4017 Pembroke Park John P. Lyons Lane Stormwater Pumping Station, Jones

HB 4223 Pembroke Park Community Garden Facilities ADA Pathway & Lighting Project, Jones

HB 4225 Pembroke Park Septic to Sewer Systems Improvements, Jones

HB 4235 Town of Pembroke Park County Line Road safety Improvements, Jones

HB 4841 Town of Pembroke Park Town Hall Hardening Improvements, Jones

During the Interim and Regular Session Committee meetings, I confer more regularly with all team members regarding alternative strategies for achieving our legislative objectives and for obtaining legislative funding for future projects, including obtaining grant money through state or federal agencies.

Annexation/De-annexation – West Park:

I continue to report to and confer with Vice Mayor Clark on his efforts to counteract any attempt to try to de-annex any part of the Town, as the Vice Mayor continues to implement our plan of action. In addition, I regularly update all of the other team members and consult with them concerning what we need to do going forward to protect the Town from this threat.

Although the City of West Park did not request that a Local Bill be filed – this Session, this issue is not going away. As witnessed by the fact that a meeting of West Park residents was held in January, attended by the Mayor, at which the false claims and complaints about Pembroke Park's commercial properties, the feasibility study and other common urban myths were once again perpetuated. These complaint, claims and myths have become true to many residents in West Park, simply by virtue of continuous repetition. As the Vice Mayor and I have done in the past in meetings with our local legislative representatives and West Park's local elected officials, the Mayor took the opportunity to refute these myths. Unfortunately, just as the Vice Mayor and I found, the facts that refute these myths often fall on deaf ears.

As such, we find ourselves in a defensive position and consequently must be continuously vigilant. This is why our attempts to pass annexation legislation that provides some protection to the Town is so important.

Upcoming Meetings:

Broward Legislative Delegation Pubic Hearings:

There are no currently scheduled meetings for the Broward Legislative Delegation.

The 2020 Regular Legislative Session began Tuesday, January 14, 2020 and continues until March 13, 2020, unless extended.

Broward Days Tallahassee was held Tuesday & Wednesday, January 21 & 22, 2020.

Florida League of Cities (FLC) Legislative Action Days: February 11 -12, 2020.

Town Lobbyist team members reported:

Tidewater - Richard Coates:

Mr. Richard Coates and I (along with Bill Helmich) met or spoke by phone each week of the Session during January and discussed our annexation proposal. We have discussed various strategies and he has reached out to

the lobbyist for our partner city in last Session's Annexation legislation but they haven't committed to what their plans are as yet. In addition, we discussed the Town's LBRs and what will need to be done to

In addition, Mr. Coates has identified a number bills to track consistent with our general legislative program policy goals and objectives and some more specific and targeted objectives, see Tidewater report attached.

The full Tidewater report is attached.

Helmich Consulting - Bill Helmich:

I met with and conferred with Mr. Bill Helmich on our draft annexation proposal several times each week of January while in Tallahassee for the 2020 Legislative Session. Mr. Helmich and I have continued to discuss our proposal with members of House Leadership. He and I have also discussed various strategies for achieving the Town's primary legislative goals.

As with Mr. Coates, he is available to work with me and the rest of the team on the Town's entire legislative program.

Mr. Helmich's report is attached.

CAS Government Services, LLC - Dale Milita:

Ms. Vanassche, prepared talking points for all of the Town's Legislative Budget Requests (LBRs) and submitted them the Rep. Jones' and Sen. Braynon's offices. GAS reports that three of the Town's Budget requests: John P. Lyons Stormwater Pumping Station; Community Garden Pathway & Lighting and Town Hall Hardening received the required hearing in a House Committee (making them eligible to be in the House Budget). The Countyline Road Safety Improvements and the Septic to Sewer Systems Improvements projects unfortunately did not get the necessary hearing, however, considering that over 1600 LBR bills were filed in the House, we are happy that we were able to get three of ours heard. And, the real good news is that one of our projects got funded in the House Budget: the John P. Lyons Lane Stormwater Pumping Station project for \$100,000. In addition, GAS has been working with Dee Carper on potential emergency management grant information. See the attached CASGS report and see also DC Strategies January report for further details.

Although CAS is primarily responsible for budget matters, they are available to consult on and assist with the non-budget areas of the Town's Legislative Program. Ms. Vanassche regularly meets with me during each week of the Session. In addition, I consult with Mr. Milita each month in a phone conference call which also involves Ms. Vanassche.

The full CASGS Report is attached.

DC Strategies - Desinda Wood-Carper

Ms. Wood-Carper continued to research grant opportunities in areas of need identified by the Town's Commission or Senior Staff, particularly Public Works Director, Todd Larsen, especially in the areas of residential flood damage rehab, infrastructure improvements to road right-of-way and storm and waste water facilities. She has made some specific recommendations with regard to how to proceed. See complete DC Strategies January Report attached.

The full DC Strategies Report is attached.

Helmich Consulting, Inc.

MEMORANDUM

To: David Sigerson
From: Helmich Consulting, Inc.
Date: February 5, 2020
RE: Town of Pembroke Park January Report

During January once the Session began, I continued to work with David Sigerson on strategy for the town. No new language has appeared that would be detrimental to the Town. The Florida House and Senate both released their draft budgets and in the next week or 2 will get themselves in a posture for budget negotiations. There will likely be little change in the budgets before those negotiations begin. Helmich Consulting will be ready to assist when the Budget Negotiations begin.



Special Projects Report

Housing Rehabilitation Program & Infrastructure Funding for Town of Pembroke Park

**P.O. Box 470
Winter Park, FL 32792
(850) 363-3781**

DC Strategies LLC—January 2019 Monthly Report

DC Strategies LLC (Desinda Wood-Carper) continues researching grant and other funding opportunities that target the Town of Pembroke Park's Capital Improvement Plan. Additional to this effort is the search for:

- Grants to assist homeowners with home rehabilitation and mitigation due to flooding
- Infrastructure funding for Town roads and rights-of-way
- Emergency Management Mitigation funding for previous natural disaster events

Because these issues aren't new to the scope of work underway by the Town's contracted team, multiple meetings have taken place in Tallahassee between the three contractors that included Mayor Mohammad, where we targeted.

DC Strategies LLC has responded to Public Works Director Larson's request regarding grant opportunities to assist residents with damages due to flooding and it is recommended that the Broward County Emergency Management Office (BCEMO) would be the first agency to contact. The BCEMO requires a Hazard Mitigation Plan, ratified by the Town and submitted to the BCEMO before any assistance or usage of its resources are rendered. Additionally, there is an enrollment/registration that provides a user pin to the BCEMO system where claims and funding request are made.

Recommendations:

1. Submit a Mitigation Plan to meet the minimum requirement for BCEMO local government participation.
2. Obtain a user name and password to submit claims and grant applications and to receive County emergency management information.
3. Disasters designated by the President or by the Governor would open federal assistance through FEMA and the USDA, who usually provide the type of assistance need by mobile home owners. Usually, under circumstances where private property is damaged, it is the owner's responsibility to mitigate either through their property or flood insurance.
4. Moving forward, there is funding that the Town is eligible for and entitled to, through the BCEMO for various cost share programs that would benefit the Town, such as the retrofitting of antiquated infrastructure, but we will need to complete the aforementioned requirements.
5. Please have executive staff and a Commissioner register at PAassistance.org to secure a user name and password necessary to apply for State of Florida assistance through the Department of Economic Opportunity, where applicable.

What is needed is a directive from the Town Commission as to which projects are priority and to direct staff to begin first stages toward shovel readiness (engineering, cost projections, etc.). A workshop between contractors and staff is recommended soonest.



MEMORANDUM

DATE: January, 2020

TO: The Mayor, Vice Mayor and Commissioners

FROM: Richard E. Coates, President
Tidewater Consulting, Inc.

SUBJECT: Regular Monthly Report for January 2020

This report covers the Month of January 2020

Tidewater Consulting, Inc. Activities:

Activities and Meetings: Legislative Session began on Tuesday, January 14, 2020, and committee meetings continued to be scheduled during that time. Over the course of the last few weeks, we have continuously engaged with varying members to talk about the needs of the Town of Pembroke Park. Attended a meeting with TPP Legislative Team members to discuss our annexation legislative proposals for the upcoming Legislative Session; met with and participated in several Conference Call meetings with both David Sigerson and Mayor Mohammed to prepare for the upcoming Florida Legislative Committee Meetings. Also met with Mayor Mohammed during the week of January 27th during her visit to Tallahassee.

Legislation on Annexation: – Annexation of Property

As previously reported, language, that would go a long way to protecting the Town of Pembroke Park and other small municipalities from larger municipal neighbors that seek to de-annex and annex away desirable parts of the smaller municipality, was added to legislation that traveled through the Florida House but did not pass the Senate. Based upon our experience last Session and what we learned about objections and opposition, we are currently working with David Sigerson and the lobbying team on re-writing the draft bill proposal to have ready to present to various potential sponsors during the upcoming Legislative Session. We have a current draft bill proposal in place that addresses a couple of issues with regards to chapter 171- the annexation law, and we intend to have further discussions on the proposed changes. This language redraft is a more simplified version from what we had prepared previously, and we feel as if this will allow us more opportunity for language placement.

Pembroke Park Legislative Program

115 East Park Avenue • Unit 1 • Tallahassee, Florida 32301
(850) 681-6400 • Fax: (850) 681-7080

We are consistently working with all team members regarding alternative strategies for achieving our legislative objectives and for obtaining legislative funding for future projects, including obtaining grant money.

Annexation/De-annexation – West Park:

We continue to report to and confer with team members on any attempt to try to de-annex any part of the Town, as we continue to implement our plan of action. Our ultimate concern is focused on what we need to do going forward in order to protect the Town from this threat.

Background Note:

I have discussed a great length with David Sigerson and the TPP Legislative Team what our strategy needs to be going forward to the 2020 Legislative Session as we continue to discuss the previously mentioned legislation containing provisions designed to protect the Town and how we can best re-draft our proposals in such a way as to overcome the objections to it raised during the last Legislative Session.

As a stable office in Tallahassee, Tidewater Consulting, Inc., is able to monitor the activities of certain legislative movements throughout the year, and listen out for anything that might be beneficial or harmful to the Town.

2020 Legislative Bill Tracking

Number	Title	Sponsor	Last Action
<u>HB 0101</u>	<u>Public Construction</u>	<u>Andrade</u>	01/29/20
<u>HB 0133</u>	<u>Towing and Immobilizing Vehicles and Vessels</u>	<u>McClain</u>	02/03/20
<u>HB 0203</u>	<u>Growth Management</u>	<u>McClain</u>	10/28/19
<u>SB 0246</u>	<u>Public Construction Local Government</u>	<u>Hooper</u>	02/03/20
<u>HB 0279</u>	<u>Public Construction Works</u>	<u>Smith (D)</u>	02/04/20
<u>HB 0345</u>	<u>County Boundaries</u>	<u>Hogan Johnson</u>	02/04/20
<u>SB 0410</u>	<u>Growth Management Local Government</u>	<u>Perry</u>	01/30/20
<u>SB 0504</u>	<u>Public Construction Works</u>	<u>Perry</u>	01/16/20

<u>SB 0506</u>	<u>Public Procurement of Services</u>	<u>Perry</u>	01/23/20
<u>HB 0579</u>	<u>Public Financing of Construction Projects</u>	<u>Aloupis</u>	02/04/20
<u>HB 0611</u>	<u>Local Government Accountability</u>	<u>Sabatini</u>	11/25/19
<u>HB 1149</u>	<u>Local Government Fiscal Transparency</u>	<u>DiCeglie</u>	01/27/20
<u>HB 1209</u>	<u>Dissolution of Municipalities</u>	<u>Fischer</u>	02/04/20
<u>SB 1272</u>	<u>Statewide Emergency Shelter Task Force</u>	<u>Montford</u>	02/04/20
<u>SB 1502</u>	<u>Information About Counties and Municipalities</u>	<u>Diaz</u>	01/13/20
<u>SB 1512</u>	<u>Local Government Reporting</u>	<u>Diaz</u>	01/13/20
<u>SB 1522</u>	<u>Dissolution of Municipalities</u>	<u>Broxson</u>	01/13/20
<u>SB 1702</u>	<u>Local Government Fiscal Transparency</u>	<u>Diaz</u>	01/17/20
<u>HB 4017</u>	<u>Pembroke Park John P. Lyons Lane Stormwater Pumping Station</u>	<u>Jones</u>	01/13/20
<u>HB 4223</u>	<u>Pembroke Park Community Garden Facilities</u>	<u>Jones</u>	01/13/20
<u>HB 4225</u>	<u>ADA Pathway & Lighting Project</u>		
	<u>Pembroke Park Septic to Sewer Systems</u>	<u>Jones</u>	11/25/19
	<u>Improvements</u>		
<u>HB 4235</u>	<u>Town of Pembroke Park County Line Road Safety</u>	<u>Jones</u>	11/25/19
	<u>Improvements</u>		
<u>HB 4841</u>	<u>Town of Pembroke Park Town Hall</u>	<u>Jones</u>	01/14/20

	<u>Hardening</u>		
	<u>Improvements</u>		
<u>HB 7061</u>	<u>Duties of the Chief</u>	<u>State Affairs</u>	02/03/20
	<u>Financial Officer</u>	<u>Committee</u>	
<u>HB 7069</u>	<u>Local Government</u>	<u>State Affairs</u>	02/03/20
	<u>Reporting</u>	<u>Committee</u>	
<u>SAC2</u>	<u>Information about</u>	<u>State Affairs</u>	01/31/20
	<u>Counties and</u>	<u>Committee</u>	
	<u>Municipalities</u>		
<u>SAC3</u>	<u>Local Government</u>	<u>State Affairs</u>	01/31/20
	<u>Reporting</u>	<u>Committee</u>	

CAS Governmental Services, LLC
Communication Advocacy Specialists

Governmental – Legislative Services – Grants – Special Funding

P.O. Box 35 • Canal Point, Florida 33438-0035

Office: 561.924.7702 • Fax: 866.929.8006

To: Mayor Mohammed, Vice Mayor Clark, Clerk Commissioner Jacobs,
Commissioner Cohen and Commissioner Dieuveille

Interim Town Manager Newell J. Daughtrey, and Public Services Director
Todd Larson

From: Connie Vanassche, Jim Spratt and Dale Milita
Communication Advocacy Specialists Governmental Services LLC

Date: January 25, 2020

Copies To: David K. Sigerson, Jr., Esq

RE: January 2020 Legislative Monthly Report

Communication Advocacy Specialists Governmental Services, LLC (CASGS) appreciates the opportunity to represent the Town of Pembroke Park and to provide a monthly progress report of Legislative activities that occurred during January:

- The 2020-2021 Florida Legislative began Tuesday, January 14.
- The Senate has filed 909 general bills, and the House has filed 740 general bills as of January 25th.
- The House and Senate continued to process and publish appropriation projects. As of January 25, there are 1,634 House appropriation funding requests processed and published.
- The following Town projects have been filed, processed, published and presented in a House committee, with favorable passage:
 - HB#4017 & Senate #1092 - John P. Lyons Lane Stormwater Pumping Station; presented on 1/13/20 in the House Agriculture & Natural Resources Appropriations Subcommittee;
 - HB#4223 & Senate #1256 - Community Garden Facilities ADA Pathway & Lighting Project -- presented on 1/13/20 in the House Agriculture & Natural Resources Appropriations Subcommittee;

- HB#4223 & Senate #1256 - Community Garden Facilities ADA Pathway & Lighting Project -- presented on 1/13/20 in the House Agriculture & Natural Resources Appropriations Subcommittee;
- HB#4841 & Senate #1899 – Town Hall Hardening Improvements - presented on 1/14/20 in the House Government Operations & Technology Appropriation Subcommittee.

- **HB#4017 - John P Lyons lane stormwater pump station is listed in the Chair's budget** for the House Agriculture & National Resources Appropriation Subcommittee

- Presentation materials prepared by CASGS for the Town's five appropriation funding requests projects were provided to Representative Jones for use in the presentation of the Town's projects.
- We were present to support the Town's projects during each presentation by Representative Jones.
- The following Town's projects have been filed, processed, published and referenced to the appropriate House and Senate Committees but not placed on a House Committee agenda to be presented:
 - HB#4235 & Senate #1339- County Line Road Safety Improvements
 - HB#4225 & Senate #1507 - Septic to Sewer Systems Improvements
- CASGS visited with your Legislators during January reviewing and discussing the Town's legislative budget requests.
- CASGS continues to communicate with the Lobby Team members and Staff regarding the Town's legislative interests.
- CASGS continues to monitor legislation and work with your legislators and members on the Town's behalf.
- 2020-2021 Legislative Session schedule:
 - February 11-12, 2020 League of Cities Legislative Action Days
 - March 13, 2020 last day of regular Session

Respectfully Submitted,

Connie C. Vanassche
James R. Spratt
M. Dale Milita



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT BOARD

TOWN OF PEMBROKE PARK, FLORIDA

Case #: 4556

Petitioner,

vs.

3441 HALLANDALE LLC

Respondent(s)

FINAL ORDER

IN RE:

STREET ADDRESS: W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

FOLIO: 514220170074

LEGAL DESCRIPTION: SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

The Town of Pembroke Park Code Enforcement Board, having heard testimony under oath and argument at a Public Hearing, in reference to the above-described property, held Thursday, August 22, 2019, after due notice to the Respondent(s). The Respondent(s) were not present nor represented at the hearing.

FINDINGS OF FACT AND CONCLUSIONS OF LAW

Based on the evidence submitted, the Code Enforcement Board finds the Respondent(s), on the above-referenced property have certain violation(s) and there exists, as a matter of law, those violation(s) of Section(s) of the Town of Pembroke Park Code of Ordinances. Specific Code Section(s) and description of the violation(s) listed below:

Ordinance/Regulation	Section	Description	Order Date to Comply by	Date Complied	Daily Fine
BUILDING AND BUILDING REGULATIONS...	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles...	9/6/2019		\$200.00

Ordinance/Regulation	Section	Description	Order Date to Comply by	Date Complied	Daily Fine
HEALTH AND SANITATION...	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture ...	9/6/2019		\$0.00
ZONING...	Sec. 28-188 - Activities of permitted uses to be indoors; exceptions; special permit application; hearings	In the B-1 Business District, except for automobile parking lots, archery ranges, baseball driving ranges, bathing beaches, golf courses, shuffleboard courts, swimming pools, tennis courts, playgrounds, drive-in banks, filling stations, drive-in rest...	9/6/2018		\$0.00
ZONING...	Sec. 28-346 (c)(1) - Portable storage units	(c) Nonresidential districts. (1) Number. There shall be no more than one (1) portable storage unit per site or business at any one time. The chief building official may allow more than one (1) portable storage unit in industrial areas, if it does...	9/6/2019		\$0.00
ZONING...	Sec. 28-346 (c)(2) - Portable storage units	(c) Nonresidential districts. (2) Size. The maximum size of a portable storage unit is eight (8) feet in width, sixteen (16) feet in length and nine (9) feet in height. The chief building official may allow a larger size in industrial areas if it ...	9/6/2019		\$0.00
ZONING...	Sec. 28-346 (c)(3) - Portable storage units.	(c) Nonresidential districts. (3) Duration. No portable storage unit shall remain at a site in a nonresidential district in excess of thirty (30) consecutive days, and portable storage units shall not be placed at any one site in a nonresidential...	9/6/2019		\$0.00
ZONING...	Sec. 28-346 (c)(4) - Portable storage units	(c) Nonresidential districts. (4) Location. Portable storage units shall generally be placed only in the rear or side portions of a site in nonresidential districts. The temporary placement of a portable storage unit in a designated loading area ...	9/6/2019		\$0.00
ZONING...	Sec. 28-346 (c)(5) - Portable storage units	(c) Nonresidential districts. (5) Hurricane storm events. In the event of a hurricane warning by a recognized government agency, all portable storage units shall be removed from all properties and placed in approved storage locations at least twen...	9/6/2019		\$0.00

Ordinance/Regulation	Section	Description	Order Date to Comply by	Date Complied	Daily Fine
ZONING...	Sec. 28-346 (f) - Portable storage units	(f) Permits. It shall be unlawful for any person or business entity to place, or permit the placement of, a portable storage unit on property which he, she or it owns, rents, occupies, or controls without first having obtained a permit therefore from...	9/6/2019		\$0.00

Accordingly, the Respondent(s) are ordered to bring the property into compliance prior to dates shown above.

Upon complying with this Final Order, the Respondent(s) **SHALL NOTIFY Joseline Ramirez**, the Code Enforcement Officer, who shall have the property inspected and notify the Code Enforcement Board Clerk if compliance has occurred.

If the Respondent(s) fail(s) to comply within the time specified, per diem fines in the amounts shown in the table above for every day that the violation continues to exist. The dates shown above will be entered and a certified copy shall be recorded in the Public Records of Broward County, Florida and shall constitute a lien against the above-described real property or personal property owned by the violator. (Section 162.09, Florida Statutes). This Final Order may be enforced similar to a court judgment. Repeat violations can be fined up to \$500.00 per day. (Section 162.09, Florida Statutes). The Respondent(s) must contact the Code Enforcement Officer to advise when the violation(s) have been corrected and the property brought in compliance. **The Code Enforcement Board has also assessed an additional fine of \$100.00 to cover administrative costs incurred by the Town in the prosecution of this matter.** Said amount is due immediately, and if not paid, may also constitute a lien against the above-referenced property which may also be actionable by law.

You may also have other rights which are set forth in Chapter 7 of the Town of Pembroke Park Code of Ordinances and Chapter 162, Florida Statutes.

Respondents may appeal any decision with respect to any matter considered by the Town of Pembroke Park Code Enforcement Board by filing an appeal in the Circuit Court in Broward County, Florida. An appeal must be filed within (30) days of the execution of this Order. If a person decides to appeal any decision, such person will need a record of the proceedings and that, for this purpose, such person may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. Section 286.0105, Florida Statutes.

For further information, please contact the Code Enforcement Officer at 954-966-4600 or (954) 275-0609.

AUG 22 2019

DONE AND ORDERED this _____

ATTEST:



NATASHA JOSEPH
CLERK
CODE ENFORCEMENT BOARD

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA



ROBERT JANZER
CHAIRPERSON
CODE ENFORCEMENT BOARD

Note: Payments should be mailed to the above address made payable to The Town of Pembroke Park.



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Case #:

4556

Date:

8/28/2019 8:53:00 AM

Property Owner:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Property Description:

514220170074

Legal Description:

SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

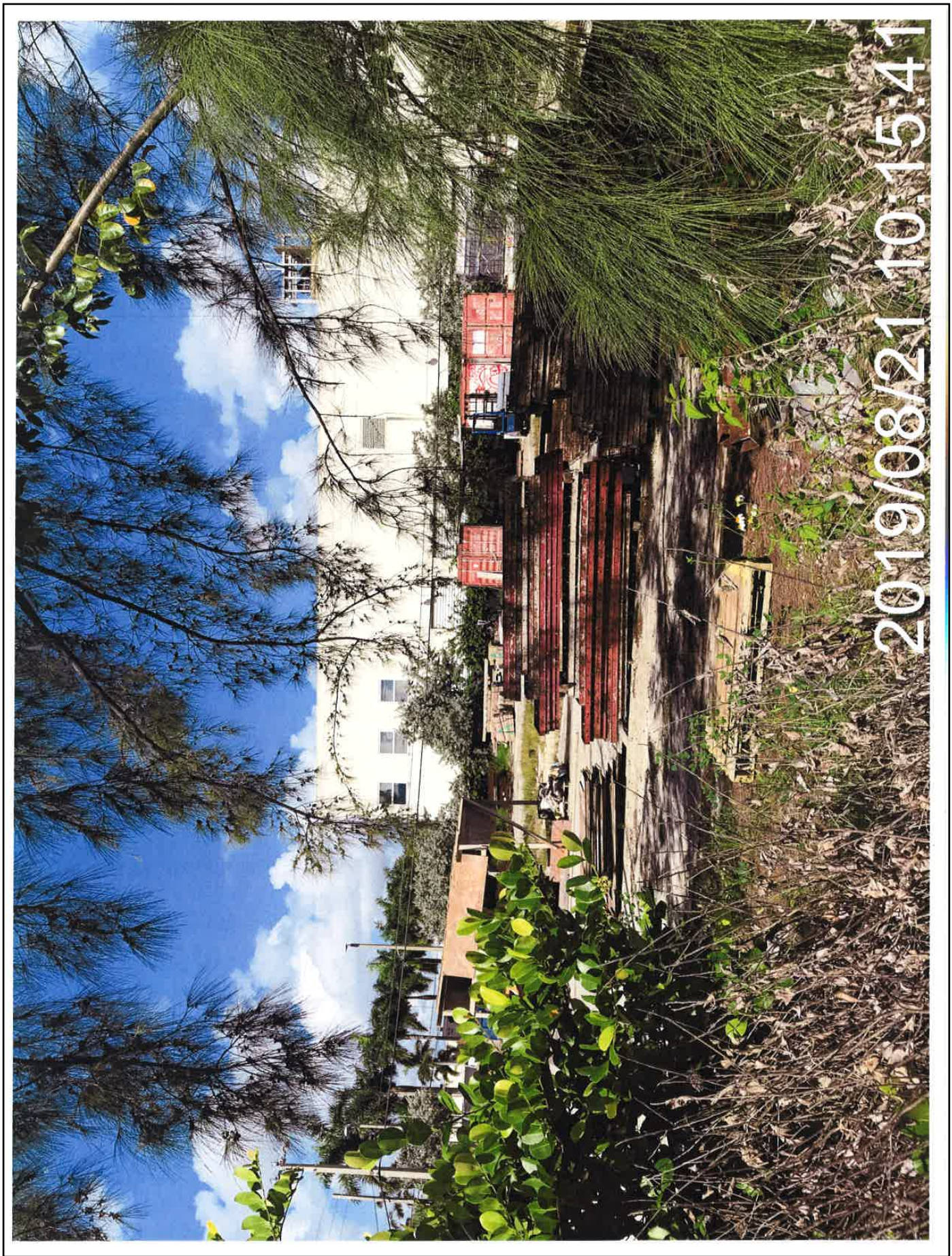
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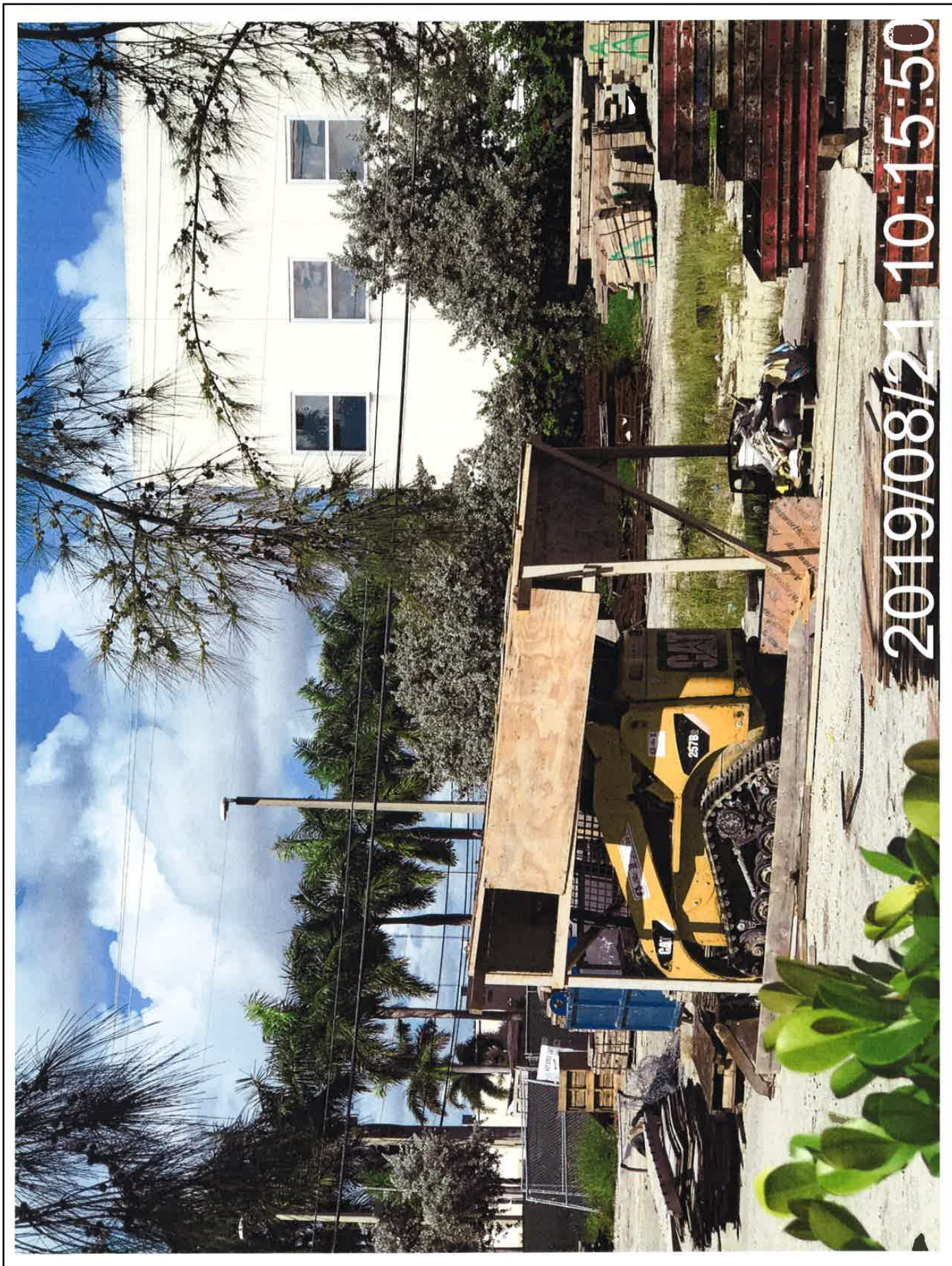
W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

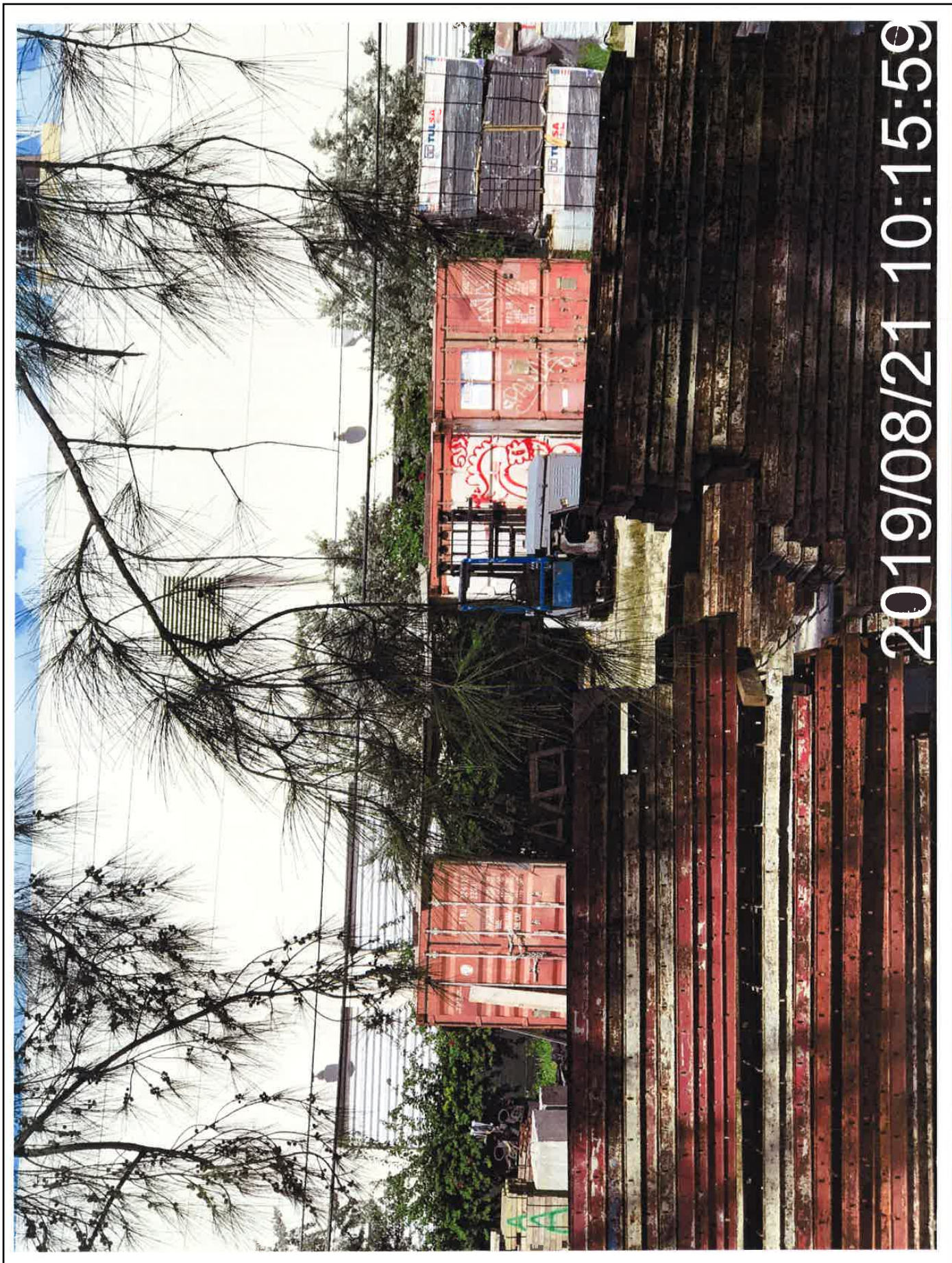
Mailing Purposes Only

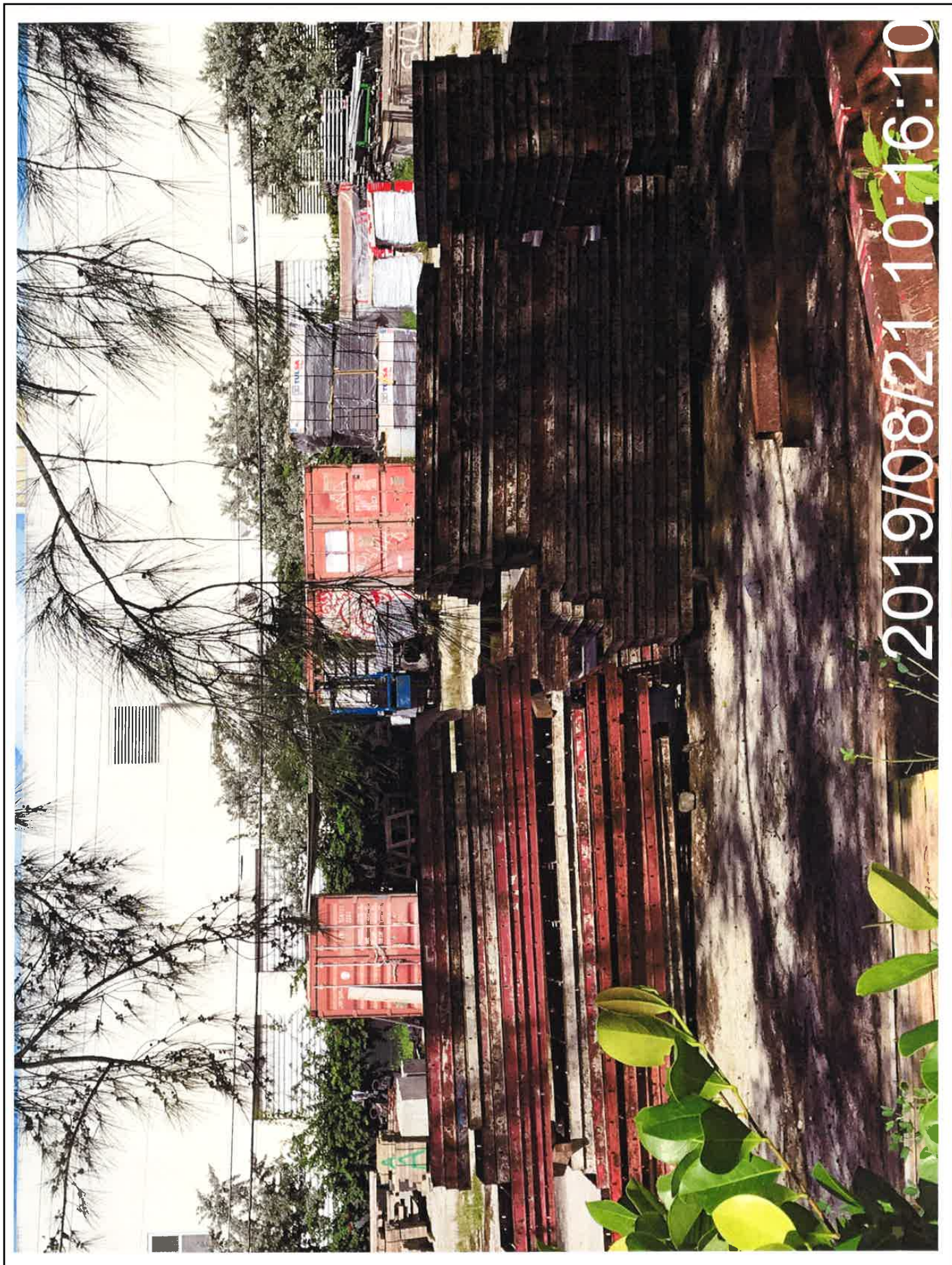


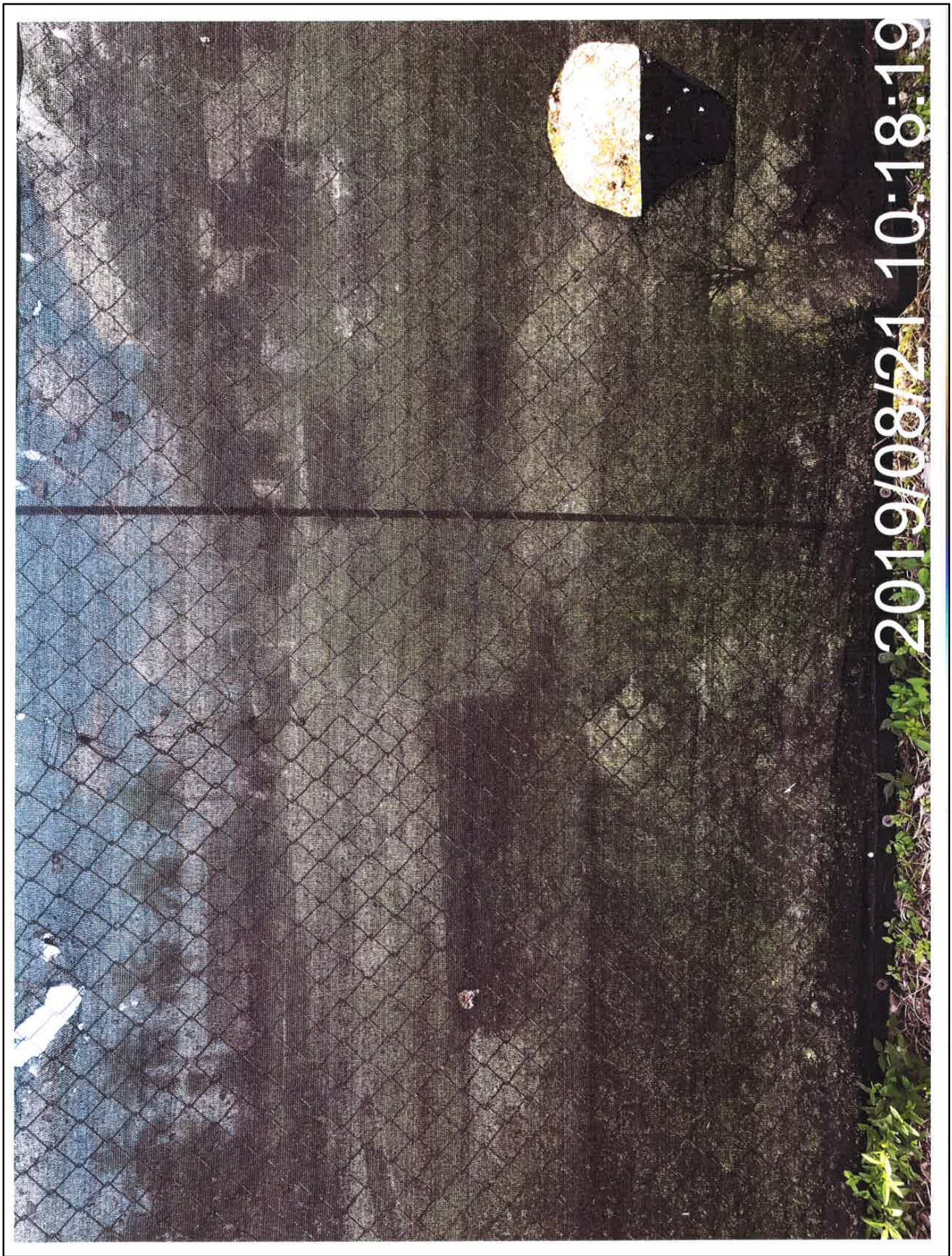
















Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT NOTICE OF VIOLATION AND FORMAL HEARING

Date:

08/06/2019

Sent To:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Case #:

4556

Property Owner:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Certified Mail #:

Property Description:

514220170074

Legal Description:

SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

AKA:

W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

YOU ARE HEREBY NOTIFIED that the undersigned inspector alleges that on 6/6/2019 the following violation(s) of the Town of Pembroke Park Code of Ordinances existed on the property above:

Ordinance/Regulation	Section	Description	Days to Comply from Date of this Notice
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	15
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items. (Ord. No. 12-06-01, § 1, 6-13-12)	15

ZONING	Sec. 28-188 - Activities of permitted uses to be indoors; exceptions; special permit application; hearings	In the B-1 Business District, except for automobile parking lots, archery ranges, baseball driving ranges, bathing beaches, golf courses, shuffleboard courts, swimming pools, tennis courts, playgrounds, drive-in banks, filling stations, drive-in restaurants, pony ride rings, or drive-in theaters, all activities of permitted uses including sale, display, preparation and storage shall be conducted entirely within a completely enclosed building unless the Commission shall otherwise authorize by a special permit to be issued after a public hearing upon application therefor. Application for a permit for any use for which a special permit is required as set forth in section 28-187 shall be first submitted to the Zoning Commission, and shall contain the following information: Name and address of the applicant, legal description of the property upon which the intended use is to be permitted, name and address of the owner of the property on which the use is sought to be permitted, description o...	15
ZONING	Sec. 28-346 (c)(1) - Portable storage units	(c) Nonresidential districts. (1) Number. There shall be no more than one (1) portable storage unit per site or business at any one time. The chief building official may allow more than one (1) portable storage unit in industrial areas, if it does not adversely impact the surrounding businesses or area.	15
ZONING	Sec. 28-346 (c)(2) - Portable storage units	(c) Nonresidential districts. (2) Size. The maximum size of a portable storage unit is eight (8) feet in width, sixteen (16) feet in length and nine (9) feet in height. The chief building official may allow a larger size in industrial areas if it does not adversely impact the surrounding area.	15
ZONING	Sec. 28-346 (c)(3) - Portable storage units.	(c) Nonresidential districts. (3) Duration. No portable storage unit shall remain at a site in a nonresidential district in excess of thirty (30) consecutive days, and portable storage units shall not be placed at any one site in a nonresidential district in excess of sixty (60) days in any calendar year.	15
ZONING	Sec. 28-346 (c)(4) - Portable storage units	(c) Nonresidential districts. (4) Location. Portable storage units shall generally be placed only in the rear or side portions of a site in nonresidential districts. The temporary placement of a portable storage unit in a designated loading area is permissible. Under no circumstances shall a portable storage unit be placed in an area fronting a major road or in front parking lot of a commercial establishment. The placement of portable storage units in fire lanes, passenger loading zones, or public rights-of-way is strictly prohibited.	15

ZONING	Sec. 28-346 (c)(5) - Portable storage units	(c) Nonresidential districts. (5) Hurricane storm events. In the event of a hurricane warning by a recognized government agency, all portable storage units shall be removed from all properties and placed in approved storage locations at least twenty-four (24) hours prior to the predicted onset of storm or as soon as reasonably practical. The chief building official may permit an alternate to removal if the portable storage unit vendor submits a tie-down proposal approved by the chief building official and then ties down portable storage unit as approved.	15
ZONING	Sec. 28-346 (f) - Portable storage units	(f) Permits. It shall be unlawful for any person or business entity to place, or permit the placement of, a portable storage unit on property which he, she or it owns, rents, occupies, or controls without first having obtained a permit therefore from the Town. Application for a permit shall be made to the chief building official on a form provided by the Town Building Department. The application shall include the signature of the property owner or the property owner's agent in order to ensure that the property owner has full knowledge of, and consents to, placement of the portable storage unit on the owner's property and the provisions of this article. A permit fee in an amount to be established by resolution of the Town Commission shall accompany the application. The issuance of a permit shall allow the applicant to place the portable storage unit on the property in conformance with the requirements of this chapter. The permit shall be posted in plain view at the site. (Ord. No. 1...	15

Property has illegal storage containers, equipment and construction materials. Property owner must remove illegal storage, equipment and construction materials immediately. Property owner may not use site for construction unless approved plans/permit have been obtained.

If the referenced violations are corrected within number of days noted above from the date of issuance of this notice, you must contact the Code Enforcement Officer at (954) 966-4600 ext. 215

Should all violations not be corrected and approved by the undersigned Code Enforcement Officer within the date and time, specified above, you will be required to appear at the prosecution of this matter before the Town's Code Enforcement Board, pursuant to Chapter 7 of The Town of Pembroke Park Code of Ordinances and Chapter 162, Florida Statutes.

A hearing for this matter has been set by the Code Enforcement Board Clerk for the 22nd day of August, 2019 at the Pembroke Park Town Hall, Commission Room, 3150 SW 52nd Avenue, Pembroke Park, Florida, at 7:00 p.m.

THIS HEARING, requiring you to be present, will be held if the violation(s) have not been brought into compliance and approved by Code Enforcement Officer as evidenced by the issuance of an Affidavit of Compliance by the Code Enforcement Officer.

The purpose of this Hearing is for the Code Enforcement Board to make "Findings of Fact" and "Conclusions of Law" relating to the violation(s) specified in the attached Violation detail and to issue an appropriate Order. The Hearing is also your opportunity to present evidence and/or contest the alleged violations, should you wish to do so. If a violation is found, the Order may require you to correct the violation(s) by a specified date. In addition, the Order may impose a daily fine of up to \$250.00 per day if the Order is not complied with or a daily fine of up to \$500.00 per day for each day the same violation(s) is or has been repeated after being brought into compliance, even if the repeated violation(s) is/are again in compliance prior to the Hearing. Fines of up to \$5,000.00 per violation may be imposed if the Code Enforcement Board finds the violation to be irreparable or irreversible in nature. Additionally, fines may be imposed to recover all costs incurred by the Town in prosecuting this matter, if all violations are not complied prior to the Hearing date and you may be assessed any such costs.

You should be aware that if the alleged violation(s) is/are corrected prior to the Hearing and recurs within one year from the date of the original Notice of Violation, the case may be presented to the Code Enforcement Board as a Recurring Violation even if the violation is subsequently corrected



MARTY KIAR
BROWARD
COUNTY
PROPERTY APPRAISER

Site Address	W HALLANDALE BEACH BOULEVARD, PEMBROKE PARK FL 33023	ID #	5142 20 17 0074
Property Owner	3441 HALLANDALE LLC	Millage	0613
Mailing Address	4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK FL 33023	Use	10
Abbr Legal Description	SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB		

The just values displayed below were set in compliance with [Sec. 193.011](#), Fla. Stat., and include a reduction for costs of sale and other adjustments required by [Sec. 193.011\(8\)](#).

Property Assessment Values					
Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2019	\$772,740		\$772,740	\$772,740	
2018	\$772,740		\$772,740	\$772,740	\$16,634.85
2017	\$618,190		\$618,190	\$618,190	\$13,407.43

2019 Exemptions and Taxable Values by Taxing Authority				
	County	School Board	Municipal	Independent
Just Value	\$772,740	\$772,740	\$772,740	\$772,740
Portability	0	0	0	0
Assessed/SOH	\$772,740	\$772,740	\$772,740	\$772,740
Homestead	0	0	0	0
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exempt Type	0	0	0	0
Taxable	\$772,740	\$772,740	\$772,740	\$772,740

Sales History				Land Calculations		
Date	Type	Price	Book/Page or CIN	Price	Factor	Type
12/21/2017	WD-Q	\$950,000	114825022	\$15.00	51,516	SF
5/5/2005	WD	\$716,800	39685 / 1512			
4/29/2005	SW*	\$4,480,000	39550 / 825			
				Adj. Bldg. S.F.		

* Denotes Multi Parcel Sale (See Deed)

* Denotes Multi-Parcel Sale (See Deed)

[illegible]



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

3441 HALLANDALE LLC

4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Case #:

4556

Date:

8/6/2019 12:00:00 AM

Property Owner:

3441 HALLANDALE LLC

4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Property Description:

514220170074

Legal Description:

SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

AKA:

W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

3441 HALLANDALE LLC

4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Case #:

4556

Date:

6/6/2019 12:00:00 AM

Property Owner:

3441 HALLANDALE LLC

4520 W HALLANDALE BEACH BLVD #2
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W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT NOTICE OF VIOLATION

Sent To:	Case #:	Date:
3441 HALLANDALE LLC	4556	06/06/2019
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		
Property Owner:	Property Description:	Certified Mail #:
3441 HALLANDALE LLC	514220170074	
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		
Legal Description:	AKA:	
SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB	W HALLANDALE BEACH BLVD, PEMBROKE PARK, FL 33023	

YOU ARE HEREBY NOTIFIED that the undersigned inspector alleges that on 6/6/2019 the following violation(s) of the Town of Pembroke Park Code of Ordinances existed on the property above:

Ordinance/Regulation	Section	Description	Days to Comply from Date of this Notice
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	15
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items.	15

(Ord. No. 12-06-01, § 1, 6-13-12)

ZONING

Sec. 28-188 - Activities of permitted uses to be indoors; exceptions; special permit application; hearings

In the B-1 Business District, except for automobile parking lots, archery ranges, baseball driving ranges, bathing beaches, golf courses, shuffleboard courts, swimming pools, tennis courts, playgrounds, drive-in banks, filling stations, drive-in restaurants, pony ride rings, or drive-in theaters, all activities of permitted uses including sale, display, preparation and storage shall be conducted entirely within a completely enclosed building unless the Commission shall otherwise authorize by a special permit to be issued after a public hearing upon application therefor. Application for a permit for any use for which a special permit is required as set forth in section 28-187 shall be first submitted to the Zoning Commission, and shall contain the following information: Name and address of the applicant, legal description of the property upon which the intended use is to be permitted, name and address of the owner of the property on which the use is sought to be permitted, description o...

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ZONING

Sec. 28-346 (c)(1) - Portable storage units

(c) Nonresidential districts.

(1) Number. There shall be no more than one (1) portable storage unit per site or business at any one time. The chief building official may allow more than one (1) portable storage unit in industrial areas, if it does not adversely impact the surrounding businesses or area.

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(2) Size. The maximum size of a portable storage unit is eight (8) feet in width, sixteen (16) feet in length and nine (9) feet in height. The chief building official may allow a larger size in industrial areas if it does not adversely impact the surrounding area.

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ZONING

Sec. 28-346 (c)(3) - Portable storage units.

(c) Nonresidential districts.

(3) Duration. No portable storage unit shall remain at a site in a nonresidential district in excess of thirty (30) consecutive days, and portable storage units shall not be placed at any one site in a nonresidential district in excess of sixty (60) days in any calendar year.

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ZONING

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(4) Location. Portable storage units shall generally be placed only in the rear or side portions of a site in nonresidential districts. The temporary placement of a portable storage unit in a designated loading area is permissible. Under no circumstances shall a portable storage unit be placed in an area fronting a major road or in front parking lot of a commercial establishment. The placement of portable storage units in fire lanes, passenger loading zones, or public rights-of-way is strictly prohibited.

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(5) Hurricane storm events. In the event of a hurricane warning by a recognized government agency, all portable storage units shall be removed from all properties and placed in approved storage locations at least twenty-four (24) hours prior to the predicted onset of storm or as soon as reasonably practical. The chief building official may permit an alternate to removal if the portable storage unit vendor submits a tie-down proposal approved by the chief building official and then ties down portable storage unit as approved.

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Sec. 28-346 (f) - Portable
storage units

(f) Permits. It shall be unlawful for any person or business entity to place, or permit the placement of, a portable storage unit on property which he, she or it owns, rents, occupies, or controls without first having obtained a permit therefore from the Town. Application for a permit shall be made to the chief building official on a form provided by the Town Building Department. The application shall include the signature of the property owner or the property owner's agent in order to ensure that the property owner has full knowledge of, and consents to, placement of the portable storage unit on the owner's property and the provisions of this article. A permit fee in an amount to be established by resolution of the Town Commission shall accompany the application. The issuance of a permit shall allow the applicant to place the portable storage unit on the property in conformance with the requirements of this chapter. The permit shall be posted in plain view at the site.

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(Ord. No. 1...

Notes/Mean of Correction:

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Joseline Ramirez
Code Enforcement Officer















MARTY KIAR
BROWARD
COUNTY
PROPERTY APPRAISER

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Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
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Exempt Type	0	0	0	0
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4/29/2005	SW*	\$4,480,000	39550 / 825			
				Adj. Bldg. S.F.		

* Donates Multi-Parcel Sale (See Record)

* Denotes Multi-Parcel Sale (See Deed)

[illegible]

7016 3010 0000 1234 6101



**The Town of Pembroke Park Building Department
Hurricane Preparedness Notice**

Date: May 16, 2019

To: PAR FAMILY LIMITED PARTNERSHIP
3441 Hallandale LLC
4520 W HALLANDALE BCH BLVD #2 HALLANDALE BEACH FL 33023
Todd Larson Public Service Director

From: Alan Corriveau Building Administrator /Chief Building Official

Subject: 3441 W. Hallandale Blvd. Pembroke Park Fl. 33023

Issue: The condition of the above site need to be addressed. In doing hurricane preparedness inspections it was observed there is a lot of loose construction debris on the above property.

Explanation: At this time of year, June 1st to November 30th, is our hurricane season. From August to November has historically the most active. Normally with an active job we tour of all the projects to be sure that all construction materials and equipment can be readily secured in case a hurricane watch.

Action: It is imperative that all loose construction debris and materials be protected from the effects of hurricane force winds in such a manner so as not to present a threat of becoming airborne during severe weather. Below is the code section that addresses this important issue. Please govern yourself accordingly.

Broward County Administrative Provisions for the 2017 FBC (6th Edition) Section 110
110.13.2.5 Pursuant to this section, it shall be a violation of this Code for an owner of real property upon which construction is occurring or any contractor responsible for said construction, to have on or near that property, loose construction debris. The construction site shall be cleared of loose construction debris.

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Petitioner,

vs.

3441 HALLANDALE LLC

W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

NOTICE OF HEARING TO CONFIRM FINE

Sent To:	Case #:	Date:
3441 HALLANDALE LLC	4556	01/07/2020
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		

Property Owner:	Property Description:	Certified Mail #:
3441 HALLANDALE LLC	514220170074	
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		

Legal Description:	AKA:
SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB	W HALLANDALE BEACH BLVD, PEMBROKE PARK, FL 33023

You are hereby notified that the Code Enforcement Board, Town of Pembroke Park, Florida, will conduct a Hearing to Confirm Fine on the **23rd day of January, 2020 at 7:00 p.m.** in the Pembroke Park Town Hall, 3150 S.W. 52nd Avenue, Room 102, Pembroke Park, Florida, relating to the above- referenced Code Enforcement Case.

YOU ARE HEREBY ADVISED THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CODE ENFORCEMENT BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, THAT PERSON 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 CLERK'S 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 SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD).

Sincerely,

Marlen D. Martell

Clerk of the Board
3150 S.W. 52nd Avenue
Pembroke Park, Florida 33023-5499
(954) 966-4600 Ext. 235



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

AFFIDAVIT OF NON-COMPLIANCE

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Case #:
4556

Petitioner,

vs.

3441 HALLANDALE LLC
W HALLANDALE BEACH BLVD, PEMBROKE
PARK, FL 33023
Respondent(s)

On 1/7/2020 I JOSELINE RAMIREZ as Code Enforcement Officer have personally examined the property described below and find that said property is NOT in compliance with the Ordinance(s) shown below:

Owner Name: 3441 HALLANDALE LLC
Address: 4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023
Folio: 514220170074
Site Address: W HALLANDALE BEACH BLVD, PEMBROKE PARK, FL 33023
Legal Description: SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB

Ordinance/Regulation	Section	Description	Date Complied
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	Not in Compliance - Reinspection Date: 1/7/2020
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items. (Ord. No. 12-06-01, § 1, 6-13-12)	Not in Compliance - Reinspection Date: 1/7/2020



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Case #:

4556

Date:

1/27/2020 11:05:00 AM

Property Owner:

3441 HALLANDALE LLC
4520 W HALLANDALE BEACH BLVD #2
PEMBROKE PARK, FL 33023

Property Description:

514220170074

Legal Description:

SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

AKA:

W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK
3150 SW 52 AVENUE
PEMBROKE PARK, FLORIDA 33308

TOWN OF PEMBROKE PARK, FLORIDA

Petitioner,

vs.

3441 HALLANDALE LLC

Respondent(s)

Case #:

4556

SUPPLEMENTAL ORDER/CLAIM OF LIEN

TO: 3441 HALLANDALE LLC

4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023

The Town of Pembroke Park Code Enforcement Board, having reviewed evidence and sworn testimony by Affidavit, enters the following Findings of Fact:

1. That the Town of Pembroke Park Code Enforcement Board did issue on 8/22/2019, a Final Order in the above captioned case determining the Respondent(s) was/were guilty of violating the following sections of THE TOWN OF PEMBROKE PARK CODE OF ORDINANCES.

Sec 5-103 (h); 12-48; 28-188; 28-346 (c)(1,2,3,4,5); 28-346 (f)

The Board ordered that the Respondent(s) shall comply WITHIN FIFTEEN (15) DAYS FROM THE DATE OF THE FORMAL HEARING held on 8/22/2019, or a \$200.00 (Two Hundred and 00/100 dollars) per diem fine will be assessed for each day the violations(s) continue to exist beyond the date set for compliance. In addition to the fines assessed by the Board, a mandatory \$100.00 (One Hundred and 00/100 dollars) administrative fee was assessed and must be paid immediately.

2. The Board found that the Respondent(s) had not complied with the Final Order issued on 8/22/2019. The Board considered the circumstances relating to this case and confirmed fine of \$27,900.00 (Twenty Seven Thousand Nine Hundred and 00/100 dollars). Upon complying with this Final Order, the Respondent(s) **SHALL NOTIFY Joseline Ramirez**, the Code Enforcement Officer, who shall have the property inspected and notify the Code Enforcement Board if compliance has occurred.

3. That/those said violation(s) occurred on the following described real property situate, lying and being in Broward County, Florida, to-wit:

FOLIO #: 514220170074

LEGAL DESCRIPTION: SENECA PLAT 165-9 B POR OF PAR B
DESC AS BEG SW COR PAR B,N 345.95,E
148.46,S 345.92 W 149.25 TO POB

STREET ADDRESS: W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

4. The fine and costs shall constitute a lien against the above-described real property pursuant to Chapter 162, Florida Statutes and Chapter 7 of the Town of Pembroke Park Code of Ordinances, as currently enacted or as may be amended from time to time. The Code Enforcement Board Clerk is directed to record a certified copy of this Order in the Public Records of Broward County, Florida.

This Supplemental Order and Claim of Lien entered by the Code Enforcement Board will be recorded in the Public Records of Broward County, constituting a lien on the subject real property.

Respondents may appeal a the Final Order of the Code Enforcement Board for the Town of Pembroke Park to the Circuit Court. An appeal must be filed within thirty (30) days of the execution of the Final Order to be appealed.

DONE AND ORDERED this _____

ATTEST:

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA



MARLEN D. MARTELL
CLERK
CODE ENFORCEMENT BOARD

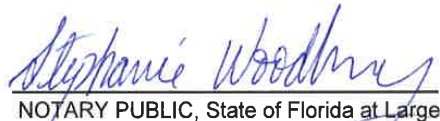


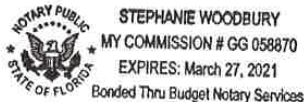
ROBERT JANZER
CHAIRPERSON
CODE ENFORCEMENT BOARD

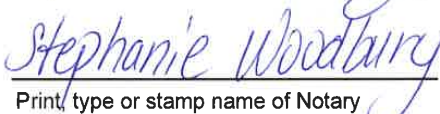
**STATE OF FLORIDA
COUNTY OF BROWARD**

The foregoing instrument was acknowledged before me this 3rd day of February, 2020 by Marlen D. Martell and Robert Janzer, Code Enforcement Board, respectively, of the Town of Pembroke Park, who are personally known to me and who did not take an oath.

My Commission Expires:


NOTARY PUBLIC, State of Florida at Large




Print, type or stamp name of Notary

GG 058870
Commission Number, if any

Note: Mail your payment to the above address made payable to The Town of Pembroke Park.





Town of Pembroke Park

3150 SW 52nd Avenue
Pembroke Park, FL 33023
Ph: 954-966-4600
Fax 954-966-5186

Bill To:

3441 Hallandale LLC
4520 W Hallandale Beach Blvd
Pembroke Park, FL 33023



INVOICE

DATE: January 23, 2020
INVOICE # 253
FOR: Code Enforcement Case # 4556

3441 Hallandale LLC
3441 W Hallandale Beach Blvd
Pembroke Park, FL 33023

QUANTITY	DESCRIPTION	FEE	AMOUNT
	Sec 5-103 (h; 12-48; 28-188; 28-346(c)(1)(2)(3)(4)(5); 28-346(f)		
139	Per Diem Fine (09/06/2019-01/23/2020)	\$ 200.00	\$ 27,800.00
1	Administrative Fee	\$ 100.00	\$ 100.00
TOTAL			\$ 27,900.00

Make all checks payable to **TOWN OF PEMBROKE PARK**

If you have any questions concerning this invoice, Department of Code Enforcement, 954-966-4600 ext. 215

THANK YOU FOR YOUR BUSINESS!

Town of Pembroke Park

3150 SW 52nd Avenue
Pembroke Park, FL 33023
Ph: 954-966-4600
Fax 954-966-5186

**Bill To:**

3441 Hallandale LLC
4520 W Hallandale Beach Blvd
Pembroke Park, FL 33023

INVOICE

DATE: January 22, 2020
INVOICE # 253
FOR: Code Enforcement Case # 4556

3441 Hallandale LLC
3441 W Hallandale Beach Blvd
Pembroke Park, FL 33023

QUANTITY	DESCRIPTION	FEE	AMOUNT
	Sec 5-103 (h; 12-48; 28-188; 28-346(c)(1)(2)(3)(4)(5); 28-346(f)		
138	Per Diem Fine (09/06/2019-01/22/2020)	\$ 200.00	\$ 27,600.00
1	Administrative Fee	\$ 100.00	\$ 100.00
TOTAL			\$ 27,700.00

Make all checks payable to **TOWN OF PEMBROKE PARK**

If you have any questions concerning this invoice, Department of Code Enforcement, 954-966-4600 ext. 215

THANK YOU FOR YOUR BUSINESS!

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Petitioner,
vs.

3441 HALLANDALE LLC
W HALLANDALE BEACH BLVD,
PEMBROKE PARK, FL 33023

NOTICE OF HEARING TO CONFIRM FINE

Sent To:	Case #:	Date:
3441 HALLANDALE LLC	4556	01/07/2020
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		
Property Owner:	Property Description:	Certified Mail #:
3441 HALLANDALE LLC	514220170074	
4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023		
Legal Description:	AKA:	
SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB	W HALLANDALE BEACH BLVD, PEMBROKE PARK, FL 33023	

You are hereby notified that the Code Enforcement Board, Town of Pembroke Park, Florida, will conduct a Hearing to Confirm Fine on the **23rd day of January, 2020 at 7:00 p.m.** in the Pembroke Park Town Hall, 3150 S.W. 52nd Avenue, Room 102, Pembroke Park, Florida, relating to the above- referenced Code Enforcement Case.

YOU ARE HEREBY ADVISED THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CODE ENFORCEMENT BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, THAT PERSON 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 CLERK'S 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 SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD).

Sincerely,

Marlen D. Martell

Clerk of the Board
3150 S.W. 52nd Avenue
Pembroke Park, Florida 33023-5499
(954) 966-4600 Ext. 235



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

AFFIDAVIT OF NON-COMPLIANCE

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Case #:

4556

Petitioner,

vs.

3441 HALLANDALE LLC
W HALLANDALE BEACH BLVD, PEMBROKE
PARK, FL 33023

Respondent(s)

On 1/7/2020 I JOSELINE RAMIREZ as Code Enforcement Officer have personally examined the property described below and find that said property is NOT in compliance with the Ordinance(s) shown below:

Owner Name: 3441 HALLANDALE LLC
Address: 4520 W HALLANDALE BEACH BLVD #2 PEMBROKE PARK, FL 33023
Folio: 514220170074
Site Address: W HALLANDALE BEACH BLVD, PEMBROKE PARK, FL 33023
Legal Description: SENECA PLAT 165-9 B POR OF PAR B DESC AS BEG SW COR PAR B,N 345.95,E 148.46,S 345.92 W 149.25 TO POB

Ordinance/Regulation	Section	Description	Date Compiled
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	Not in Compliance - Reinspection Date: 1/7/2020
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items. (Ord. No. 12-06-01, § 1, 6-13-12)	Not in Compliance - Reinspection Date: 1/7/2020

ZONING

Sec. 28-346 (f) - Portable storage units

(f) Permits. It shall be unlawful for any person or business entity to place, or permit the placement of, a portable storage unit on property which he, she or it owns, rents, occupies, or controls without first having obtained a permit therefore from the Town. Application for a permit shall be made to the chief building official on a form provided by the Town Building Department. The application shall include the signature of the property owner or the property owner's agent in order to ensure that the property owner has full knowledge of, and consents to, placement of the portable storage unit on the owner's property and the provisions of this article. A permit fee in an amount to be established by resolution of the Town Commission shall accompany the application. The issuance of a permit shall allow the applicant to place the portable storage unit on the property in conformance with the requirements of this chapter. The permit shall be posted in plain view at the site. (Ord. No. 1...

Not in Compliance -
Reinspection Date:
1/7/2020

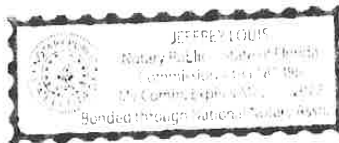
Further, Affiant sayeth naught

STATE OF FLORIDA
COUNTY OF BROWARD


Code Enforcement Officer Signature

I HEREBY CERTIFY that on this date before me, an officer duly qualified to take acknowledgments, personally appeared, Code Enforcement Officer, known to me to be the person described therein and who executed the foregoing instrument and acknowledged before me that he/she executed same, and who did not take an oath. WITNESS my hand and official seal as aforesaid on this 1/7/2020


NOTARY PUBLIC, STATE OF FLORIDA





TOWN OF PEMBROKE PARK

3150 S.W. 52ND AVENUE • PEMBROKE PARK, FLORIDA 33023 • BROWARD (954) 966-4600 • FAX (954) 966-5186

September 4th, 2019

3441 Hallandale, LLC
4520 W. Hallandale Beach Boulevard
Suite #2
Pembroke Park, Fl. 33023
Attn: Avi Shlomo

Re: **Site Development Plan Application**
Proposed Seneca Executive Tower
3441 West Hallandale Beach Boulevard
Pembroke Park Acct. No.: 19-302
MMPA Acct. No.: 00-1101-1110

Dear Sirs:

The Town of Pembroke Park, Florida is in receipt of your recent application for a new Site Development Plan to allow for the construction of a proposed commercial complex (retail / office) consisting of a single / 3-story / 26,800+/- gross square foot building located at 3441 West Hallandale Beach Boulevard (HBB).

Because of the size and rate of development activity within the Town, Pembroke Park engages the services of consultants to perform certain functions such as Planning and Zoning, Engineering and Legal services. Michael Miller Planning Associates, Inc. (MMPA) functions as the Town Planner. One of our firm's primary functions is to coordinate the review and processing of land development requests through the Town's approval system. As the Town receives land development requests, the applications are forwarded to our office for an initial completeness review to ensure all the minimum Code and supplemental information is provided. The Town seeks to make informed decisions and needs a certain amount of information to make such decisions.

Our office has inspected the information submitted with your recent application and finds that the application package is "incomplete" at this time; as some of the required documents are missing, incomplete or have inaccuracies. The initial application package contained a Town of Pembroke Park application form, proposed Site Development Plans, including an adjacent land use map, a site plan, floor plans, building elevations, a roof plan, a photometric plan, a landscape plan and preliminary civil engineering plans (paving & drainage / water / sewer).

Our initial review of the application package notes that the application package does not contain a few of the information items specified in the Town's Code and/or Site Plan Checklist, and some of the items are insufficient. The Town will require the correction / resubmittal of the plans and other documents prior to moving forward with formal processing / reviewing the application. Once the corrected / missing documents are submitted the Town will distribute the plans to the Development

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
3441 West Hallandale Beach Boulevard
Submittal Completeness Letter
September 4th, 2019
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Review Committee (DRC) members and schedule a DRC meeting. You will be notified of the date of the DRC meeting. It is mandatory to have representatives at the DRC meeting. Following is an initial listing of the inaccurate / missing information and/or corrections and details that must be provided on the plan submission:

Missing / Insufficient Information:

- 1) Survey - No survey was provided. A current boundary survey (no more than 6 months old) indicating all existing improvements and land topography is required. This survey must be prepared in the same scale as the site plan. The survey is required to include abstract title information for existing easements and right-of-way. The survey must also show the existing plat non-vehicular access line along HBB. There is an existing overhead power line on the site running the entire length along the west property line in an easement. There is a recorded NVAL along the entire site frontage with HBB. Further, there a number of recorded cross-access and utility easement on the site that need to be shown. (ORB 29242 @ PG 1892 / ORB 30166 @ PG 1787 / ORB 30326 @ 1967 / 20' DE noted along HBB in Plat Book 165 @ PG 9 BCR). These must be shown on the survey and the proposed site layout must conform to the easements, unless the Town agrees to alternative locations.
- 2) Tree Survey – No tree survey was provided. This survey must be prepared in the same scale as the site plan. If no trees are present on the site, the surveyor can provide a statement to that effect. It appears there a few nuisance trees (Australian Pine / other) on the site.
- 3) The Site Calculations on Sheet A-1.1 has the following issues:
 - a) The plans do not include the Town's Comprehensive Plan Future Land Use Map (FLUM) designation for this site. The FLUM designation of the property is "C - Commercial".
 - b) Total Site Square Footage / Acreage. The Broward County Property Appraiser lists the site area as 51,516 sq. ft. The site plan lists the Gross / Net area as 52,726 sq. ft. Where did this figure come from? Based on the lot dimensions we calculate 51,493 sq. ft. Please have your surveyor calculate the lot area – must be included on the survey.
 - c) Vehicular use area calculations are not provided.
 - d) Impervious/ pervious calculations need to be included. The maximum percentage of impervious surface ratio allowed for General Commercial uses is 80% (20% pervious min. per Sec. 13.5-38(d)).

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
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- e) Parking Calculation are measured from inside the exterior building walls (net). Elevators, stairs, mechanical rooms and fixed bathroom areas are not counted for parking calculations. Revise the parking calculations for the project based on these requirements. The floor plans show hallways being deducted - but they are not necessary for a single tenant and could be used for occupancy. The Town will count these areas for parking. The plans do not show any bathrooms – they can be deducted. Also, mechanical rooms can be deducted.
 - f) The Town's off-street parking requirements are 1:300 sq. ft. of net floor area for office uses with a min. 2 spaces per office bay / 1:300 sq. ft. of net floor area for retail commercial uses plus 1:4 employees. It is questionable if only 12 employees will be present for 6,800 sq. ft. of retail floor area. Based on average uses we feel at least 23 employees will be present. FYI – sit-down restaurants require 1:50 sq. ft. for customer seating areas plus 1:4 employees – so understand most likely no sit-down restaurants will be allowed.
 - g) Label and dimension all pedestrian walkways and sidewalks.
- 4) The Site Plan Sheet A-1.1 has the following issues:
- a) The scale of the drawing is indicated at 1":10'. However, the drawing appears to be drawn at 1":20'. Revise the scale.
 - b) Building setbacks are not indicated on the plan.
 - c) The legal description is not shown on the plan.
 - d) Only the Civil Engineering paving and drainage plan provided a date on the drawing. Provide drawing date on Site Plan and other plans.
 - e) The name of the engineer, architect, surveyor, landscape architect and the developer are not provided.
 - f) The site boundary is required to be tied to section corner.
 - g) Sight visibility triangles need to be shown.
 - h) Location sketch is shown on the cover sheet but is required to be shown on the site plan as well.
 - i) Show and label all proposed curb cuts, proposed and existing outdoor lighting poles and storm drainage and sanitary sewer facilities.

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
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Page 4**

- j) Label typical parking stall widths (length is shown). The Town's standard stall size since 1973 has been 10' x 20' (Sec. 28-301(a)). The plan shows 9' wide stalls – not permitted. Revise the plans.
- k) Also show typical handicap parking space dimensions (12' x 20' with 5' loading zone) and handicapped parking ramp detail.
- l) All existing right-of-way, dedications, easements, and property lines, existing streets and buildings and other existing physical features in or adjoining the project is required to be shown.
- m) Provide trash and garbage disposal system, as well as recycling system including typical enclosure details and location (see attached Town dumpster detail). No trash removal facilities are shown on the plans. Please contact the Town's contract waste provider and obtain a clearance letter for the proposed location – subject to Town OK.
- n) The existing recorded Non-Vehicular Access Line (NVAL) is not shown on the survey or site plan. The Town is aware that conversations have occurred with FDOT about providing a curb cut directly to the site. The proposed new driveway location does not appear to match the 6/27/19 FDOT pre-app letter location – it does not appear to measure 345' west of SW 32 Avenue. Please verify.
- o) The proposed new inbound right-in driveway shown on the proposed site plan will require a Delegation Request to modify the Seneca Plat (PB 165 / PG 9 BCR). This would need to be approved by the Town of Pembroke Park and Broward County.
- p) Town Code Sec. 13.5-32(5) mandates that development sites along major roadways must provide for interconnections between adjoining sites for access to reduce driveway cuts. This is why the three (3) Seneca Plat sites between SW 32nd Avenue and WPLG were required to record cross-access easements for vehicles and utilities. WPLG was required to provide a driveway stub-out to the subject site when it was built. Although the proper legal mechanisms failed to occur there is an opportunity for cross-access. This Site Plan must be modified to include a driveway interconnect with the WPLG driveway. It can be gated until the parties can agree to jointly use it.
- q) On Sheet A-1.1 please try to include the rough location of the existing improvements on the adjoining sites so one may see the location of buildings / driveway & parking areas / landscaping / etc. We can provide the plans from our office files.

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
3441 West Hallandale Beach Boulevard
Submittal Completeness Letter
September 4th, 2019
Page 5**

- 5) Landscape Plan Sheet L-1: The Landscape Plan was not signed and sealed by a Landscape Architect registered by the State of Florida, as required. The Landscape Plan contains no site data or provided versus required landscape materials calculations and total number of proposed trees and shrubs. Required / provided opacity levels, type of irrigation, xeriscaping techniques are not identified. The plant name of the existing palm tree species should be included and size of the existing palm trees.
 - a) We feel the Paradise Tree may not be the best species to be placed in landscape islands. Caution on use near parked cars. Seeds and fruit are messy and stain hard surfaces. The species existing in the Seneca Plat complex islands are Live Oak or Mahogany.
 - b) Scale of the drawing indicates 1":10'. The drawing appears to be drawn "near" 1":20' but is not. Revise the scale.
 - c) No attempt appears to have been made to look at the existing trees / shrubs within the adjoining sites (WPLG / Credit Union) for compatibility / conflict. It would make no sense to have two rows of shrubs next to each other. Since trees already exist maybe no new trees in these locations are necessary. There are several mature Mahogany trees & continuous shrubs along the west property line of the Credit Union site and Silver Buttonwood trees & shrubs along the eastern WPLG property line (shorter trees due to FPL powerlines).
 - d) The Landscape Plans shows the Paradise Trees will be 50' tall x 30' width when planted. This is probably meant to describe the trees when grown. The required shade tree height when planted is 12'-14' in height with a 5' spread and min. 2½" caliper.
- 6) Civil Engineering Plan Sheet C-2: Project Name and Property owner are not correct and need to be revised. The plan notes "South Dixie Highway" when it should be "Hallandale Beach Boulevard" adjoining the site. Please revise the plans.
- 7) Provide preliminary drainage calculations prepared by a licensed civil engineer. The Town utilizes a 1-inch / 25 year / 24-hour LOS.
 - a) The Site Plan and Civil Engineering Plan Sheet C-2 should be drawn to the same scale: 1":20'.
- 8) Provide proposed conceptual signage locations, details, dimensions and square footage. A building directory sign would be appropriate for upper floor tenants.

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
3441 West Hallandale Beach Boulevard
Submittal Completeness Letter
September 4th, 2019
Page 6**

- 9) The plans do not show where the A/C units will be located. Presumably they will be on the building rooftop. Town Code Sec. 5-103(p) and (q) require all roof-mounted mechanical equipment to be fully screened. Please show preliminary locations for the A/C / other mechanical equipment and screening method (parapet walls / separate screen panels) via cross section illustration. Please see requirement on Town checklist.
- 10) Provide a copy of a valid pre-application letter with FDOT agreeing to the preliminary driveway connection / design to HBB (SR 858). The pre-app letter dated 6/27/19 states "Pembroke Pines" (not Park) and the development size states 6,000 sq. ft. of retail + 12,000 sq. ft. of office (plans show 6,800 sq. ft. retail / 19,600 sq. ft. office). I contacted FDOT about the community name error, but they did not update the letter – now the FDOT staff person that signed the letter left. The use sq. ft. does not match for the development size noted on Site Plan Sheet A-1. Again, the driveway location shown on the proposed Site Plan does not seem to comply with the FDOT dimension in their letter (345' west of SW 32nd Avenue). Possibly due to the plan scale problems it is incorrect.
- 11) The adjacent land use map should state existing zoning classification and future land use designations within 300 feet of the subject property. Draw a 300' radius on a map exhibit from the edges of the subject site. Clearly label the existing zoning classification and future land use designation. Also, on Sheet A0 the land area identified as Unincorporated Broward County has been part of the City of West Park for about 15 years now. The Comprehensive Plan FLUM designation is "Low Residential 5 DUA" and the zoning district is "RS-4".
- 12) Provide an Infrastructure Concurrency Impact Analysis Report analyzing transportation (road / mass transit / pedestrian), potable water, wastewater, solid waste and drainage using the Level of Service (LOS) values listed in Section 13.5 of the Town's Code.
- 13) Provide colored elevations and renderings (all 4 facades) with a preliminary building material sheet and select preliminary colors only from the Town's approved Color Palette.
- 14) The preliminary Photometric Plan shows readings far in excess of the Town Code allowances (av. 1.0 foot-candles at any property line). Revise the plans to comply with the Town Code requirements (Sec. 20-100).
- 15) On 1/11/18 our office OK'd a permit for a temporary construction fence around this site (even though no site plan / construction was authorized) to keep trucks from parking on the site and to stop illegal dumping. The zoning approval for the fence included a condition that "no parking of trucks, trailers, construction equipment is allowed on the site". The Code

**Town of Pembroke Park
Site Development Plan Application
Proposed Seneca Executive Tower Commercial Center
3441 West Hallandale Beach Boulevard
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September 4th, 2019
Page 7**

strictly prohibits these activities unless active construction is occurring. All of these illegal activities have been occurring on the site for quite some time – it has been brought to the Town's attention the land is being leased out by the landowner to a construction company. These illegal activities must cease immediately and be totally removed from the site. Until this occurs the further review / processing of this application may be suspended.

We have attempted to list the missing and/or insufficient informational items and address what we feel will be the most important design issues for this petition. Please attempt to address the issues. If you feel you want to correct / replace pages in the submittal package before we distribute the packages to the DRC members, please advise our office as soon as possible. Please address the above referenced illegal activities on the site immediately.

Please feel free to contact my offices directly at 954-757-9909 to discuss the issues or answer questions.

Sincerely:



Michael J. Miller, AICP
Consultant Town Planner

cc: Agatha Muse-Salters – Town Manager
Todd Larson - Public Services Director
Miguel Nunez – Acting Building Official
BSO Fire Marshall Staff
Chris Ryan - Town Attorney
Town Code Enforcement Officers

Ramos Martinez Architects
655 W. Flagler Street
Suite 205
Miami, Fl. 33130
Attn: Daniel Martinez



Florida Department of Transportation

RON DESANTIS
GOVERNOR

3400 West Commercial Boulevard
Fort Lauderdale, FL 33309

KEVIN J. THIBAUT
SECRETARY

June 27, 2019***

THIS PRE-APPLICATION LETTER IS VALID UNTIL - June 6, 2020
THIS LETTER IS NOT A PERMIT APPROVAL

*** Letter revised to modify the driveway location

Daniel Martinez
Ramos Martinez Architects
655 W. Flager St. Suite 205
Miami, FL 33130

Dear Daniel Martinez:

RE: June 27, 2019- Pre-application Meeting for Category D Driveway Date of Pre-App Meeting: June 6, 2019
Broward- Pembroke Pines, Urban; SR 858; Sec. # 86200; MP: 1.899
Access Class - 05; Posted Speed - 40; SIS - Influence Area; Ref. Project: FM 428733.1

Request: Create right-in driveway on North side of SR 858/Hallandale Beach Blvd., located approximately 345 feet West of Seneca Blvd.

SITE SPECIFIC INFORMATION

Project Name & Address: Seneca Plaza - 3301 W. Hallandale Beach Blvd.
Applicant/Property Owner: PAR Family Limited Partnership
Parcel Size: 1.180 Acres Development Size: 6,000 SF/Retail + 12,000 SF/Office.

WE APPROVE YOUR REQUEST

This decision is based on your presentation of the facts, site plan and survey - please see the conditions and comments below. You may choose to review this concept further with the District Access Management Review Committee (AMRC).

Conditions:

- A minimum driveway length of 25 feet, as measured from the ultimate right-of-way line to the first conflict point shall be provided. If a gate is installed a minimum driveway length of 100 feet is required.
- The existing right turn lane shall be converted to combination bus bay/turn lane and extend 100 feet East, measured from the beginning of the taper.
- A recorded cross access agreement or easement with the adjacent property to the West and East shall be provided prior to the Permit approval.

Comments:

- Drainage mitigation is required for any impacts within FDOT right-of-way (i.e. increased runoff or reduction of existing storage). A Storm Water Pollution Prevention Plan must be submitted with the application for more than one acre of "disturbed area" as defined by the Florida Department of Environmental Protection (FDEP).
 - The applicant shall donate the right-of-way to the Department if right-of-way dedication is required to implement the improvements.
 - Dimensions between driveways are measured from the near edge of pavement to near edge of pavement and for median openings are measured from centerline to centerline unless otherwise indicated.
- The purpose of this Pre-Application letter is to document the conceptual review of the approximate location of driveway(s) to the State Highway system and to note required improvements, if any. This letter shall be submitted with any further reviews and for permitting. The Department's personnel shall review permit plans for compliance with this letter as well as current Department standards and/or specifications. Final design must consider the existing roadway profile and any impacts to the existing drainage system. Note, this letter does not guarantee permit approval. The permit may be denied based on the review of the submitted engineering plans. Be aware that any approved median openings may be modified (or closed) in the future, at the sole discretion of the Department. For right-of-way dedication requirements go to: <https://gis.dot.state.fl.us/OneStopPermitting>; click on Statewide Permit News; Scroll down to District 4; Scroll down to Additional Information and Examples and choose Right-of-way Donations/Dedications. Please contact the Access Management Manager - Tel. # 954-777-4363 or e-mail: ashok.sampath@dot.state.fl.us with any questions regarding the Pre-Approval Letter and Permits Office - Tel. # 954-777-4383 with any questions regarding permits.

Sincerely,

S. Ashok
Ashok Sampath, M.S.
District Access Management Manager

cc: Roger Lemieux
File: S:\Transportation Operations\Traffic Operations\Access Management\1. Pre-App and Variance\2019-06-06\4. 86200 MP 1.9 SR 858_Seneca Plaza\86200 MP 1.9 SR 858_Seneca Plaza_revised.docx

www.dot.state.fl.us

Page 1 of 1



R202 Permit Messages For Permit (187419-0)

Seneca Ex.
Town SJ
Temp. fence

Event ID	Date Created	Requested By	Assigned To	Status
Structural				
58385	1/3/2018	Otto Letzelter	Otto Letzelter	Denied

Otto J Letzelter PE, SI 1-03-18 FBC 6th EDITION

DENIED

1. Provide details for proposed wood fence indicating height and member sizes with foundation. FBC 2328.1

2. Provide details of proposed fence gates and supports. FBC 107.3.5

58421	1/5/2018	Otto Letzelter	Otto Letzelter	Approved
-------	----------	----------------	----------------	----------

Approved 1-05-18 Resubmitted with 6ft chain link fence with 2 gates 10ft each for clear opening of 20ft at two locations.

Zoning

58617	1/11/2018	Michael Miller	Michael Miller	Approved With Restrictions
-------	-----------	----------------	----------------	----------------------------

As requested MJM reviewed the BP application at Town Hall on 1/11/18. The request is to install a temporary fence around the site to keep people from illegally parking / dumping. The site is grassed (unimproved). No parking of any vehicles / trailers / construction equipment / materials is allowed at all. A paved parking lot with drainage / landscaping is required to park any vehicles / trailers.

Approved with following restrictions:

1) This approval is for a temporary fence to keep people from illegally parking / dumping on the site.

2) No parking of any vehicles, trucks, trailers, construction equipment or materials is allowed on the site unless a paved parking lot approved by the Town and is constructed. Since there is no site plan approved or any application filed for any development this fence is not considered a temporary construction fence.

Other

66895	6/11/2018	Teresa Malcolm	Teresa Malcolm	Open
-------	-----------	----------------	----------------	------

150 days to permit expiration was sent via mail to all addresses on file from BCPA.

Property Id:

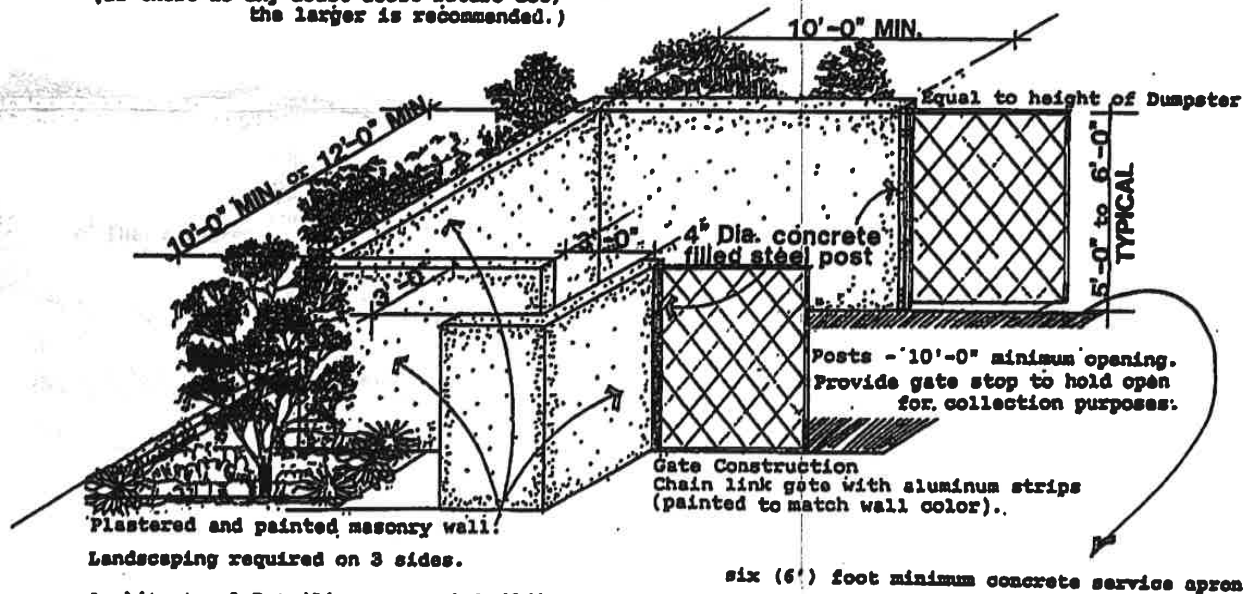
**Please see map disclaimer



September 5, 2019

DUMPSTER SCREENING REQUIREMENTS

10'-0" MIN. CLEAR OPENING - TOP LOAD (2 - 4 yds.)
 12'-0" MIN. CLEAR OPENING - SIDE LOAD (6 - 8 yds.)
 (If there is any doubt about future use,
 the larger is recommended.)

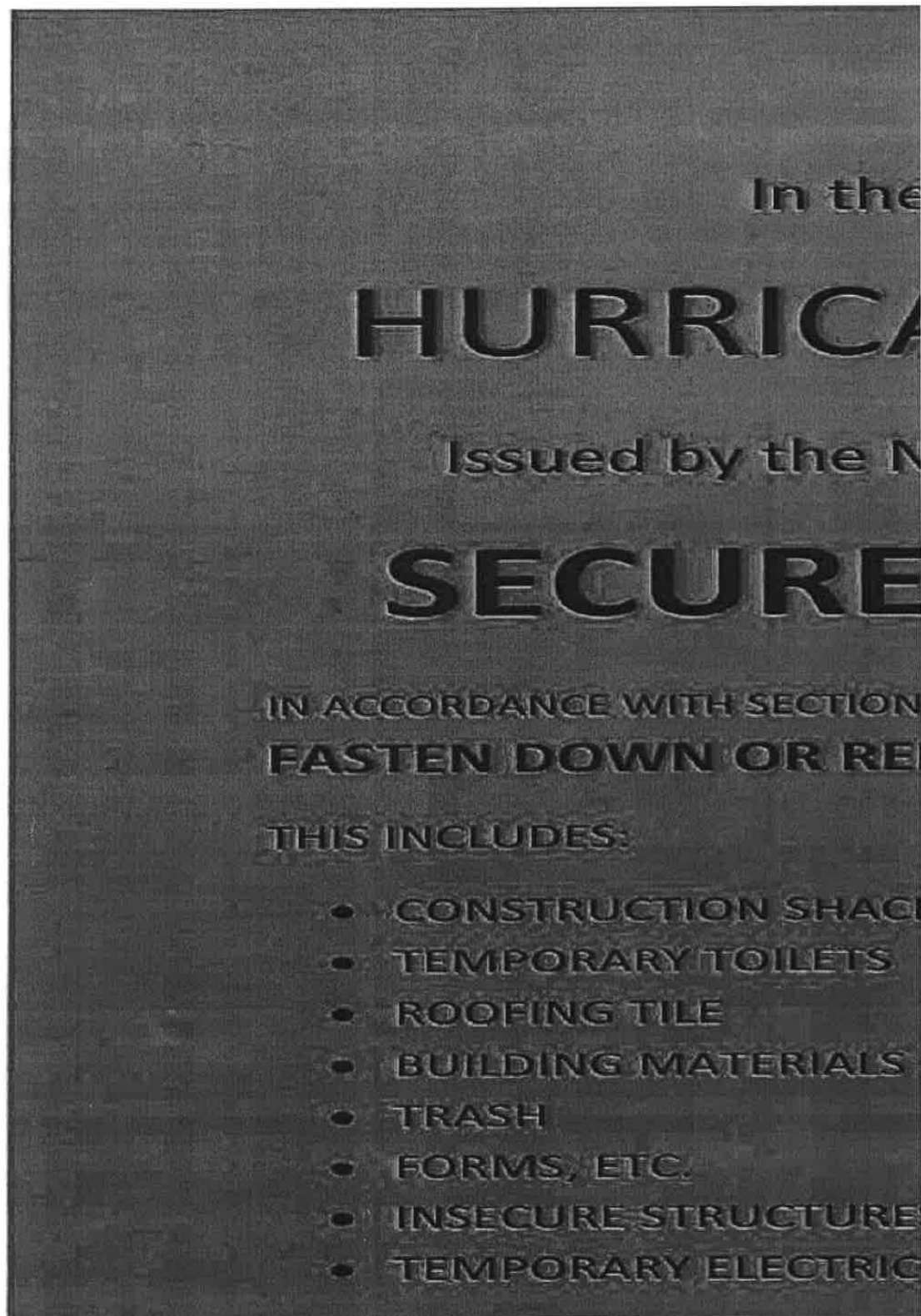


Lucie Manzerolle

From: Teresa Malcolm
Sent: Thursday, August 29, 2019 11:28 AM
To: Roxanne DeMeo; Anthony Miseo; abr1750@hotmail.com; ed1750@yahoo.com; acustomerfirstac; I-Link Services; maryannp@amsoffla.com; Donald Simard-Dramis; Howard Clark; Cindee Burns; Wilfred L Adams; Rob McElroy, PE; lionel forte; Nena Floyd; Luis guerrero; Lauren Harpster; LucySuarez; Marlene Hernandez; Michelle Lareau; Bertrand Saysset; Francine Sutherland; patrick.simard1@yahoo.com; Alain Kean; nuris.garcia@transwestern.com; Marin, Milagros; manar amireh; Executive Office; Jorge Laverde; Carlos Izquierdo; rubenmonroy1966@gmail.com; Rick Chaples; ramchan goolcharran; roberto@rgcfence.com; Tim Swett; Dakoma Roofing; Jaime Vargas; Rayda Menendez; Stephanie Harvey; brandoncorp@aol.com; Cpascucci@airstron.com; nancy.romero@absolutemgmt.com; A Team; Bibishanta@yahoo.com; Executive Plumbing Contractors; eagle1electricinc2018@gmail.com; John Clark; Conrad Bernier
Cc: Lucie Manzerolle; Miguel A. Nunez; Todd Larson
Subject: Hurricane Dorian

Good morning to all,

Please be advised that due to the potential negative effects of Hurricane Dorian all active job sites must be secured as below:



Best Regards,
Teressa Malcolm
Permit Processor, Building Department



Town of Pembroke Park
3150 S.W. 52 Ave
Pembroke Park, FL 33023

(954)966-4600 Ext. 211
Fax (954)966-5310
tmalcolm@townofpembrokepark.com

Our Mission Statement:

We are dedicated to be proactive in serving our resident and business community by providing an experienced administration team implementing the Florida Building Code in the Town of Pembroke Park. We do this by providing concierge delivery service and are recognized as a leader in customer service organizations.

Our Customer Portal: permits@townofpembrokepark.com



Notice: Florida has a broad public records law. All correspondence sent to the Town of Pembroke Park via e-mail may be subject to disclosure as a matter of public record..



Consider the Environment before printing.

/***** EMAIL DISCLAIMER *****/ Please note: Florida has a very broad public records law. Most written communications to or from Town Officials and employees regarding Town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

Lucie Manzerolle

From: Teresa Malcolm
Sent: Friday, August 30, 2019 10:04 AM
To: Todd Larson; Agatha Muse-Salters; Newall J. Daughtrey
Cc: Lucie Manzerolle
Subject: FW: Hurricane Dorian UNSECURED CONSTRUCTION SITE
Attachments: Property East of WPLG

Importance: High

Good morning,

Please see the second email & attached picture regarding a growing concern of the property located at: 3441 W Hallandale Beach Blvd (Next to Channel 10).

Best Regards,
Teresa Malcolm
Permit Processor, Building Department



Town of Pembroke Park
3150 S.W. 52 Ave
Pembroke Park, FL 33023

(954)966-4600 Ext. 211
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Consider the Environment before printing.

From: Jennifer Villareal [mailto:Jennifer.Villareal@transwestern.com]
Sent: Friday, August 30, 2019 10:00 AM
To: Teresa Malcolm; jeffrey louis; Joseline Ramirez
Cc: Nuris Garcia; Joel Gasca; Lucie Manzerolle; Medina, Bert
Subject: RE: Hurricane Dorian UNSECURED CONSTRUCTION SITE
Importance: High

Good Morning,

I am emailing again because of growing concerns from our tenants and ourselves. Please see attached picture taken by WPLG.

Please let us know what is being done to secure this site, ASAP.

Thank you in advance for your attention to this matter.

Kind regards,
Jennifer

Jennifer Villareal | TRANSWESTERN | Assistant Property Manager | Direct: 305.447.9191 | Mobile:305.301.4807

From: Teresa Malcolm <tmalcolm@townofpembrokepark.com>
Sent: Thursday, August 29, 2019 6:04 PM
To: jeffrey louis <jlouis@townofpembrokepark.com>; Joseline Ramirez <jramirez@townofpembrokepark.com>
Cc: Nuris Garcia <nuris.garcia@transwestern.com>; Joel Gasca <Joel.Gasca@transwestern.com>; Jennifer Villareal <Jennifer.Villareal@transwestern.com>; Lucie Manzerolle <lmanzerolle@townofpembrokepark.com>
Subject: RE: Hurricane Dorian UNSECURED CONSTRUCTION SITE

Code Enforcement:

Good afternoon,

Please see the below email & give an update to Ms. Villareal & Ms. Garcia.

Please advise,
Teresa Malcolm
Permit Processor, Building Department



Town of Pembroke Park
3150 S.W. 52 Ave
Pembroke Park, FL 33023

(954)966-4600 Ext. 211
Fax (954)966-5310

tmalcolm@townofpembrokepark.com

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Consider the Environment before printing.

From: Jennifer Villareal [<mailto:Jennifer.Villareal@transwestern.com>]

Sent: Thursday, August 29, 2019 5:25 PM

To: Teresa Malcolm

Cc: Nuris Garcia; Joel Gasca

Subject: RE: Hurricane Dorian UNSECURED CONSTRUCTION SITE

Importance: High

Good Afternoon,

My name is Jennifer Villareal and I am the Assistant Property Manager for Seneca Industrial Park in the Town of Pembroke. I am reaching out to you with concerns about a construction site that has not been secured. The site address is 3441 Hallandale Beach Blvd. The name of the proposed building is Seneca Tower. I have tried reaching out to the contractor but have been unsuccessful.

We are growing concerned that the materials out there will become projectiles and could be potentially hazardous.

Please advise as to what can be done.

Thank you,
Jennifer

Jennifer Villareal | TRANSWESTERN | Assistant Property Manager | Direct: 305.447.9191 | Mobile:305.301.4807

From: Nuris Garcia <nuris.garcia@transwestern.com>

Sent: Thursday, August 29, 2019 11:35 AM

To: Joel Gasca <Joel.Gasca@transwestern.com>

Cc: Jennifer Villareal <Jennifer.Villareal@transwestern.com>

Subject: FW: Hurricane Dorian

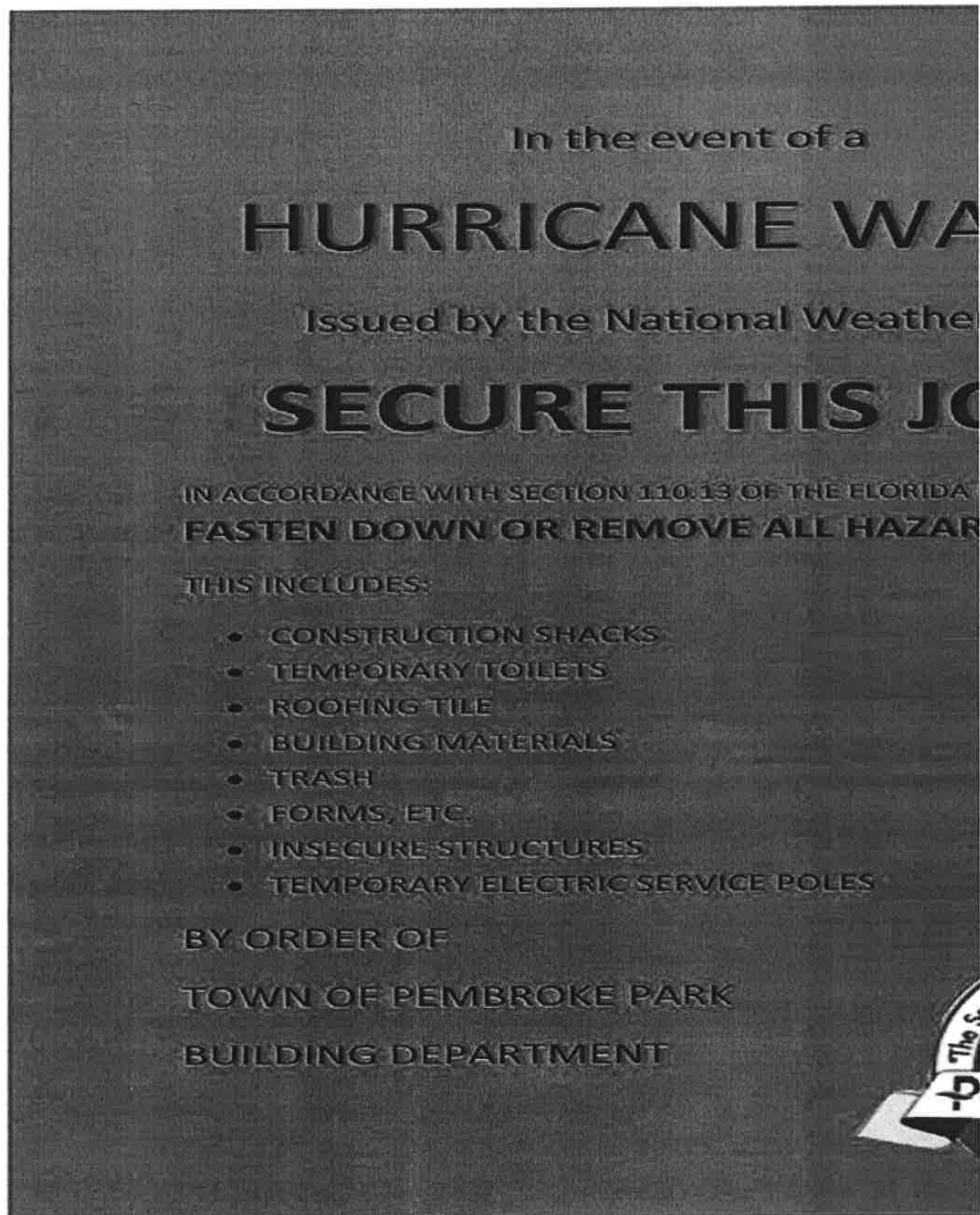
Hi Joel, please see below from the City of Pembroke. Can you confirm we are ready to go?

Nuris Garcia | TRANSWESTERN | Property Manager | Direct: 305.447.9191 | Mobile:786.340.5289 2 Alhambra Plaza, Suite 101, Coral Gables, FL 33134

From: Teresa Malcolm <tmalcolm@townofpembrokepark.com>
Date: Thursday, August 29, 2019 at 11:29 AM
To: Roxanne DeMeo <rdemeo@bcgconstruction.net>, Anthony Miseo <amiseo@bcgconstruction.net>, "abr1750@hotmail.com" <abr1750@hotmail.com>, "ed1750@yahoo.com" <ed1750@yahoo.com>, acustomerfirstac <acustomerfirstac@bellsouth.net>, I-Link Services <alejandro@ilinkservices.com>, "maryannp@amsoffla.com" <maryannp@amsoffla.com>, Donald Simard-Dramis <dramis19@yahoo.com>, Howard Clark <hclarkgroup@gmail.com>, Cindee Burns <cburns@colonyhardware.com>, Wilfred L Adams <wladams@cocacolaflorida.com>, "Rob McElroy, PE" <Rob.McElroy@jedson.com>, Lionel Forte <lionelforte1160@gmail.com>, Nena Floyd <floydnena@yahoo.com>, Luis guerrero <lrg7627@hotmail.com>, Lauren Harpster <lauren@dcconstructionassociates.com>, Lucy Suarez <lsuarez@triequity.net>, Marlene Hernandez <MaHernandez@lakeshoremhc.com>, Michelle Lareau <MichelleL@ParkLakeInc.com>, Bertrand Sayset <BertrandS@ParkLakeInc.com>, Francine Sutherland <fsutherland@mresmgmt.com>, "patrick.simard1@yahoo.com" <patrick.simard1@yahoo.com>, Alain Kean <kedeco1@yahoo.com>, Nurisleidy Garcia <nuris.garcia@transwestern.com>, "Marin, Milagros" <MMarin@prologis.com>, manar amireh <manaramirehjdgroup@gmail.com>, Executive Office <officeoftheceo@feedingsouthflorida.org>, Jorge Laverde <jlaverde@brickellgc.com>, Carlos Izquierdo <clzquierdo@brickellgc.com>, "rubenmonroy1966@gmail.com" <rubenmonroy1966@gmail.com>, Rick Chaples <rchaples@thekelseygroup.com>, ramchan goolcharran <ramchan@bellsouth.net>, "roberto@rgcfence.com" <roberto@rgcfence.com>, Tim Swett <tim@wlinstallers.com>, Dakoma Roofing <dakomaroofting@gmail.com>, Jaime Vargas <jvargas@rcstevens.com>, Rayda Menendez <rayda@dcconstructionassociates.com>, Stephanie Harvey <stephanie@mmjelectric.com>, "brandoncorp@aol.com" <brandoncorp@aol.com>, "Cpascucci@airstron.com" <Cpascucci@airstron.com>, "nancy.romero@absolutemgmt.com" <nancy.romero@absolutemgmt.com>, A Team <ateam@actionairinc.com>, "Bibishanta@yahoo.com" <Bibishanta@yahoo.com>, Executive Plumbing Contractors <info@epcfla.com>, "eagle1electricinc2018@gmail.com" <eagle1electricinc2018@gmail.com>, John Clark <JClark@lakeshoremhc.com>, Conrad Bernier <cbernierpli@gmail.com>
Cc: Lucie Manzerolle <lmanzerolle@townofpembrokepark.com>, "Miguel A. Nunez" <mnunez@townofpembrokepark.com>, Todd Larson <TLarson@townofpembrokepark.com>
Subject: Hurricane Dorian

Good morning to all,

Please be advised that due to the potential negative effects of Hurricane Dorian all active job sites must be secured as below:



Best Regards,
Teressa Malcolm
Permit Processor, Building Department



Town of Pembroke Park
3150 S.W. 52 Ave
Pembroke Park, FL 33023

(954)966-4600 Ext. 211
Fax (954)966-5310
tmalcolm@townofpembrokepark.com

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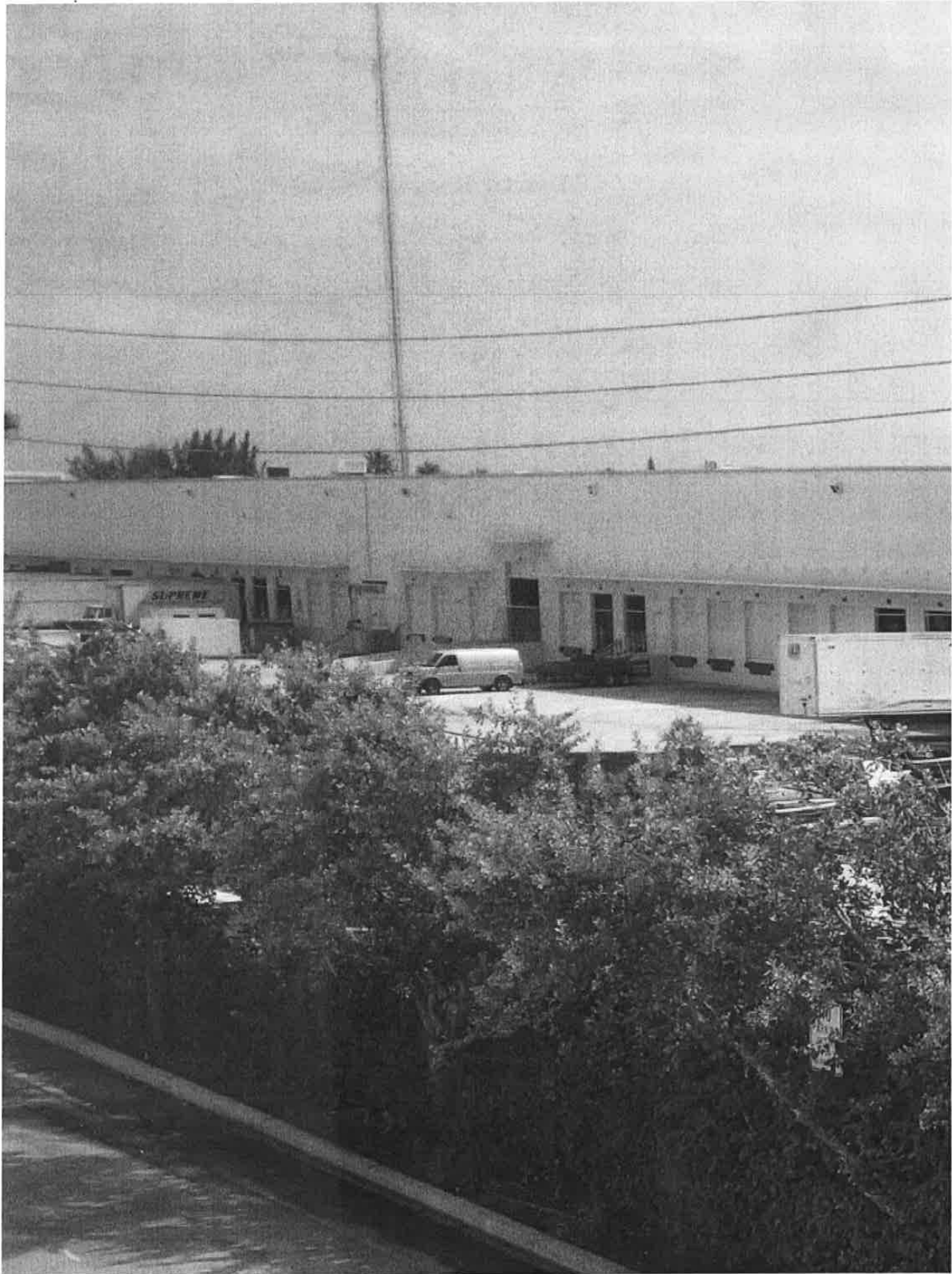
This email has been checked for viruses by Avast antivirus software.
www.avast.com

This email and any files transmitted with it are the property of Transwestern and its affiliated companies, are confidential, and are intended solely for the use of the individual or entity to which this email is addressed. If you are not one of the named recipients or if you have reason to believe you have received this message in error, please notify the sender and delete this message immediately from your computer. Any other use, retention, dissemination, forwarding, printing or copying of this email is strictly prohibited.

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Lucie Manzerolle

From: Alline, Darren <dalline@wplg.com>
Sent: Thursday, August 29, 2019 6:24 PM
To: Jennifer Villareal; Medina, Bert
Subject: Property East of WPLG







Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Case #:

4558

Date:

1/27/2020 11:18:00 AM

Property Owner:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Property Description:

514230090010

Legal Description:

LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

AKA:

2991 SW 32 AVE, PEMBROKE PARK, FL
33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK
3150 SW 52 AVENUE
PEMBROKE PARK, FLORIDA 33308

TOWN OF PEMBROKE PARK, FLORIDA

Petitioner,

vs.

G&A CAPITAL HOLDINGS INC

Respondent(s)

Case #: 4558

SUPPLEMENTAL ORDER/CLAIM OF LIEN

TO: G&A CAPITAL HOLDINGS INC

PO BOX 630175 MIAMI, FL 33163

The Town of Pembroke Park Code Enforcement Board, having reviewed evidence and sworn testimony by Affidavit, enters the following Findings of Fact:

1. That the Town of Pembroke Park Code Enforcement Board did issue on 8/22/2019, a Final Order in the above captioned case determining the Respondent(s) was/were guilty of violating the following sections of THE TOWN OF PEMBROKE PARK CODE OF ORDINANCES.

Sec 5-103 (h); 12-48

The Board ordered that the Respondent(s) shall comply WITHIN FIFTEEN (15) DAYS FROM THE DATE OF THE FORMAL HEARING held on 8/22/2019, or a \$100.00 (One Hundred and 00/100 dollars) per diem fine will be assessed for each day the violations(s) continue to exist beyond the date set for compliance. In addition to the fines assessed by the Board, a mandatory \$100.00 (One Hundred and 00/100 dollars) administrative fee was assessed and must be paid immediately.

2. The Board found that the Respondent(s) had not complied with the Final Order issued on 8/22/2019. The Board considered the circumstances relating to this case and confirmed fine of \$7,300.00 (Seven Thousand Three Hundred and 00/100 dollars). Upon complying with this Final Order, the Respondent(s) **SHALL NOTIFY Joseline Ramirez**, the Code Enforcement Officer, who shall have the property inspected and notify the Code Enforcement Board if compliance has occurred.

3. That/those said violation(s) occurred on the following described real property situate, lying and being in Broward County, Florida, to-wit:

FOLIO #: 514230090010

LEGAL DESCRIPTION: LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37
STREET ADDRESS: 2991 SW 32 AVE, PEMBROKE PARK, FL
33023

4. The fine and costs shall constitute a lien against the above-described real property pursuant to Chapter 162, Florida Statutes and Chapter 7 of the Town of Pembroke Park Code of Ordinances, as currently enacted or as may be amended from time to time. The Code Enforcement Board Clerk is directed to record a certified copy of this Order in the Public Records of Broward County, Florida.

This Supplemental Order and Claim of Lien entered by the Code Enforcement Board will be recorded in the Public Records of Broward County, constituting a lien on the subject real property.

Respondents may appeal a the Final Order of the Code Enforcement Board for the Town of Pembroke Park to the Circuit Court. An appeal must be filed within thirty (30) days of the execution of the Final Order to be appealed.

DONE AND ORDERED this _____

ATTEST:

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA


MARLEN D. MARTELL
CLERK
CODE ENFORCEMENT BOARD

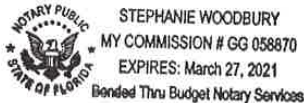

ROBERT JANZER
CHAIRPERSON
CODE ENFORCEMENT BOARD

**STATE OF FLORIDA
COUNTY OF BROWARD**

The foregoing instrument was acknowledged before me this 3rd day of February, 2020 by Marlen Martell and Robert Janzer, Code Enforcement Board, respectively, of the Town of Pembroke Park, who are personally known to me and who did not take an oath.

My Commission Expires:


NOTARY PUBLIC, State of Florida at Large




Print, type or stamp name of Notary

GG 058870
Commission Number, if any

Note: Mail your payment to the above address made payable to The Town of Pembroke Park.



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Case #:

4558

Date:

1/27/2020 11:28:00 AM

Property Owner:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Property Description:

514230090010

Legal Description:

LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

AKA:

2991 SW 32 AVE, PEMBROKE PARK, FL
33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

TOWN OF PEMBROKE PARK, FLORIDA

Case #: 4558

Petitioner,

vs.

G&A CAPITAL HOLDINGS INC

Respondent(s)

AMENDED SUPPLEMENTAL ORDER/CLAIM OF LIEN

THE RESPONDENT(S) G&A CAPITAL HOLDINGS INC in 4558 having a Motion to Mitigate/Reconsider Fines or a Motion to Extend Compliance Time and this Code Enforcement Board having taken testimony and evidence on the motion, hereby moved that the previous Order in this case be modified, and that the respondent(s) receive the following relief:

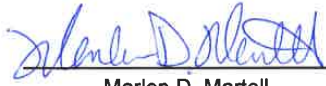
Ordinance/Regulation	Section	Description	Relief
BUILDING AND BUILDING REGULATIONS...	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles...	In Compliance 11/17/2019
HEALTH AND SANITATION...	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture ...	The respondent's fine be reduced to \$3,650.00 to be paid on or before 2/22/2020 .

If a lien was placed on the property, it will be released when fine has been satisfied.

If fees are not paid within 30 (Thirty) days then fees will revert back to original.

DONE AND ORDERED this

January 23, 2020



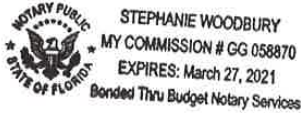
Marlen D. Martell
Clerk of the Board



Robert Janzer
Chairperson
Code Enforcement Board

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to and subscribed before me this 3rd day of February, 2020


NOTARY PUBLIC, STATE OF FLORIDA

Personally known ☒ or produced identification ☐

Type of identification produced _____

cc: G&A CAPITAL HOLDINGS INC

Town of Pembroke Park

3150 SW 52nd Avenue
Pembroke Park, FL 33023
Ph: 954-966-4600
Fax 954-966-5186

Bill To:

G & A Capital Holdings LLC
P.O. Box 630175
Miami, FL 3316



INVOICE

DATE: January 22, 2020
INVOICE # 252
FOR: Code Enforcement Case # 4558

G & A Capital Holdings
2991 SW 32 Ave
Pembroke Park, FL 33023

QUANTITY	DESCRIPTION	FEE	AMOUNT
	Sec 5-103 (h); 12-48		
72	Per Diem Fine (09/06/2019-11/17/2019)	\$ 100.00	\$ 7,200.00
1	Administrative Fee	\$ 100.00	\$ 100.00
TOTAL			\$ 7,300.00

Make all checks payable to **TOWN OF PEMBROKE PARK**

If you have any questions concerning this invoice, Department of Code Enforcement, 954-966-4600 ext. 215

THANK YOU FOR YOUR BUSINESS!



**The Town of Pembroke Park Building Department
Hurricane Preparedness Notice**

Date: May 16, 2019

To: G & A CAPITAL HOLDINGS INC
4520 W HALLANDALE BCH BLVD #2 HALLANDALE BEACH FL 33023
Todd Larson Public Service Director

From: Alan Corriveau Building Administrator /Chief Building Official

Subject: 2991 S. W. 32 Ave Pembroke Park Fl. 33023

Issue: The condition of the above site need to be addressed. In doing hurricane preparedness inspections it was observed there is a lot of loose construction debris on the above property.

Explanation: At this time of year, June 1st to November 30th, is our hurricane season. From August to November has historically the most active. Normally with an active job we tour of all the projects to be sure that all construction materials and equipment can be readily secured in case a hurricane watch.

Action: It is imperative that all loose construction debris and materials be protected from the effects of hurricane force winds in such a manner so as not to present a threat of becoming airborne during severe weather. Below is the code section that addresses this important issue. Please govern yourself accordingly.

Broward County Administrative Provisions for the 2017 FBC (6th Edition) Section 110
110.13.2.5 Pursuant to this section, it shall be a violation of this Code for an owner of real property upon which construction is occurring or any contractor responsible for said construction, to have on or near that property, loose construction debris. The construction site shall be cleared of loose construction debris.



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Case #:

4558

Date:

6/6/2019 12:00:00 AM

Property Owner:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Property Description:

514230090010

Legal Description:

LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

AKA:

2991 SW 32 AVE, PEMBROKE PARK, FL
33023

Mailing Purposes Only



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT NOTICE OF VIOLATION

Sent To: G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Case #: 4558

Date: 06/06/2019

Property Owner: G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Property Description: 514230090010

Certified Mail #:

Legal Description: LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

AKA: 2991 SW 32 AVE, PEMBROKE PARK, FL
33023

YOU ARE HEREBY NOTIFIED that the undersigned inspector alleges that on 6/6/2019 the following violation(s) of the Town of Pembroke Park Code of Ordinances existed on the property above:

Ordinance/Regulation	Section	Description	Days to Comply from Date of this Notice
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	15
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items.	15

(Ord. No. 12-06-01, § 1, 6-13-12)

Notes/Mean of Correction:

Property is full of trash/debris, tires and construction materials. Property owner must remove all trash/debris, tires and construction materials immediately.

If the referenced violations are corrected within the number of days noted above from the date of issuance of this notice, you must contact the Code Enforcement Officer at (954) 966-4600 ext. 215.

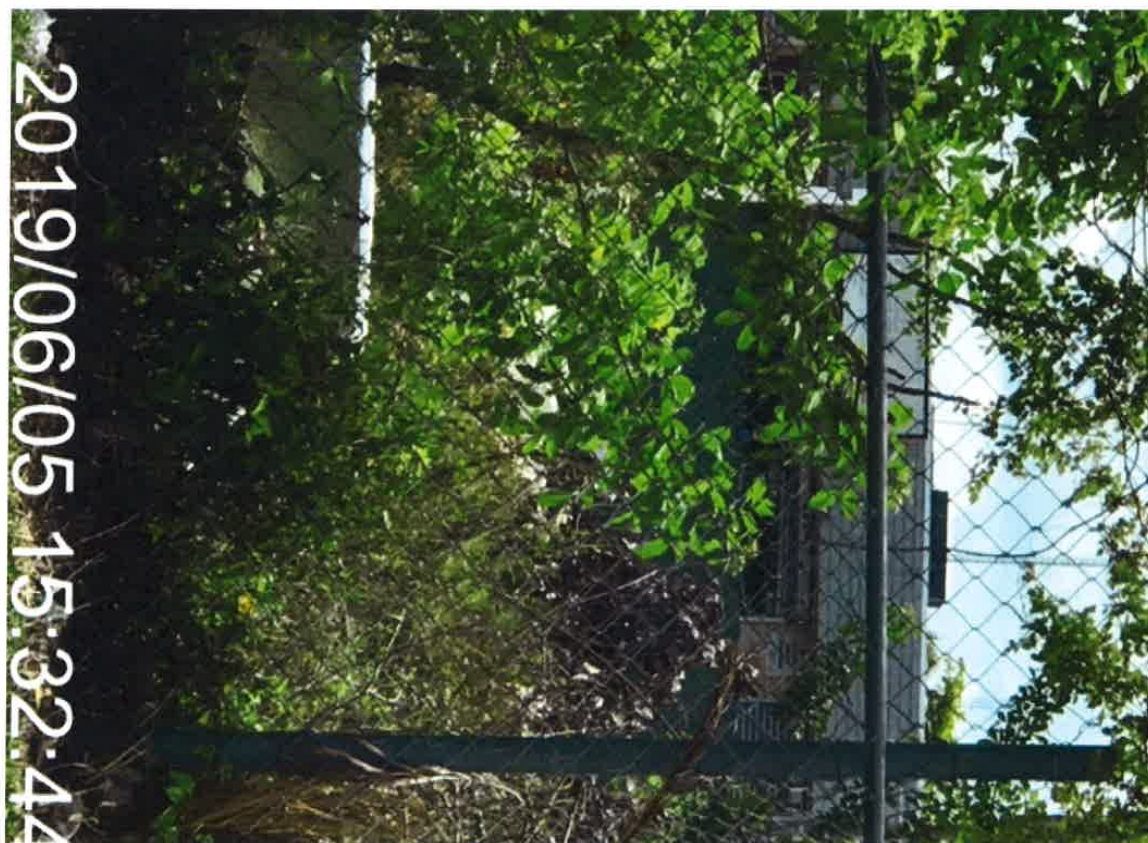
Should all violations not be corrected and approved by the undersigned Code Enforcement Officer by the date and time specified above, you will be required to appear at the prosecution of this matter before the Town's Code Enforcement Board, pursuant to Chapter 7 of the Town of Pembroke Park Code of Ordinances and Chapter 162, Florida Statutes.



Joseline Ramirez
Code Enforcement Officer









MARTY KIAR
BROWARD
 COUNTY
 PROPERTY APPRAISER

Site Address	2991 SW 32 AVENUE, PEMBROKE PARK FL 33023	ID #	5142 30 09 0010
Property Owner	G&A CAPITAL HOLDINGS INC	Millage	0613
Mailing Address	PO BOX 630175 MIAMI FL 33163	Use	10
Abbr Legal Description	LAKE FOREST SEC 4 RESUB POR 43-45 B TR S LESS N 115 BLK 37		

The just values displayed below were set in compliance with **Sec. 193.011, Fla. Stat.**, and include a reduction for costs of sale and other adjustments required by **Sec. 193.011(8)**.

Property Assessment Values					
Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2019	\$92,590		\$92,590	\$92,590	
2018	\$95,100		\$95,100	\$95,100	\$2,047.23
2017	\$95,100		\$95,100	\$95,100	\$2,062.54

2019 Exemptions and Taxable Values by Taxing Authority				
	County	School Board	Municipal	Independent
Just Value	\$92,590	\$92,590	\$92,590	\$92,590
Portability	0	0	0	0
Assessed/SOH	\$92,590	\$92,590	\$92,590	\$92,590
Homestead	0	0	0	0
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exempt Type	0	0	0	0
Taxable	\$92,590	\$92,590	\$92,590	\$92,590

Sales History				Land Calculations		
Date	Type	Price	Book/Page or CIN	Price	Factor	Type
2/10/2015	WD-Q	\$115,000	112844110	\$9.25	10,010	SF
8/17/2006	TD	\$100	42614 / 1161			
5/4/1999	QCD	\$100	29593 / 943			
1/26/1999	QCD	\$100	29181 / 1822			
8/18/1997	CET	\$100	26898 / 469			
				Adj. Bldg. S.F.		

Special Assessments								
Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc





CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Petitioner,

vs.

**G&A CAPITAL HOLDINGS
INC**

**2991 SW 32 AVE, PEMBROKE PARK, FL
33023**

NOTICE OF HEARING TO CONFIRM FINE

Sent To:	Case #:	Date:
G&A CAPITAL HOLDINGS INC	4558	01/07/2020
PO BOX 630175 MIAMI, FL 33163		
Property Owner:	Property Description:	Certified Mail #:
G&A CAPITAL HOLDINGS INC	514230090010	
PO BOX 630175 MIAMI, FL 33163		
Legal Description:	AKA:	
LAKE FOREST SEC 4 RESUB POR 43-45 B TR S LESS N 115 BLK 37	2991 SW 32 AVE, PEMBROKE PARK, FL 33023	

You are hereby notified that the Code Enforcement Board, Town of Pembroke Park, Florida, will conduct a Hearing to Confirm Fine on the **23rd day of January, 2020 at 7:00 p.m.** in the Pembroke Park Town Hall, 3150 S.W. 52nd Avenue, Room 102, Pembroke Park, Florida, relating to the above- referenced Code Enforcement Case.

YOU ARE HEREBY ADVISED THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CODE ENFORCEMENT BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, THAT PERSON 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 CLERK'S 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 SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD).

Sincerely,

Marlen D. Martell

Clerk of the Board
3150 S.W. 52nd Avenue
Pembroke Park, Florida 33023-5499
(954) 966-4600 Ext. 235

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA

Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Petitioner,

vs.

**G&A CAPITAL HOLDINGS
INC**

**2991 SW 32 AVE, PEMBROKE PARK, FL
33023**

NOTICE OF HEARING TO ABATE FINE

Sent To:	Case #:	Date:
G&A CAPITAL HOLDINGS INC	4558	01/07/2020
PO BOX 630175 MIAMI, FL 33163		
Property Owner:	Property Description:	Certified Mail #:
G&A CAPITAL HOLDINGS INC	514230090010	
PO BOX 630175 MIAMI, FL 33163		
Legal Description:	AKA:	
LAKE FOREST SEC 4 RESUB POR 43-45 B TR S LESS N 115 BLK 37	2991 SW 32 AVE, PEMBROKE PARK, FL 33023	

You are hereby notified that the Code Enforcement Board, Town of Pembroke Park, Florida, will conduct a Hearing to Abate Fine on the **23rd day of January, 2020 at 7:00 p.m.** in the Pembroke Park Town Hall, 3150 S.W. 52nd Avenue, Room 102, Pembroke Park, Florida, relating to the above- referenced Code Enforcement Case.

You **MUST BE PRESENT** at the above time in order for your case to be heard. Said hearing shall be limited to consideration of whether the violation(s) was/were timely complied.

YOU ARE HEREBY ADVISED THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE CODE ENFORCEMENT BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH MEETING OR HEARING, THAT PERSON WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, THAT PERSON 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 CLERK'S 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 SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD).

Sincerely,

Marlen D. Martell

Clerk of the Board
3150 S.W. 52nd Avenue
Pembroke Park, Florida 33023-5499
(954) 966-4600 Ext. 235

Joseline Ramirez

From: avy abramobich <abr1750@hotmail.com>
Sent: Friday, October 11, 2019 9:49 PM
To: Joseline Ramirez
Subject: Re: Hearing for case#4556 #4558

I never got any notice of violations on my property 2991 Sw 32 ave Pembroke Park As soon I talk to you today I will take care of it by Monday 10/14/19 On my other property 3441 West Hallandale Beach Blvd Pembroke Park fl I got the notice of violations about 30 days ago and I told the Contractor to move all is Equipment so he did and the lot is clean without any of is cars Equipment and containers we told by Jeffrey that he can get permit for the containers so he tried on this 30 days to get the permit from the building department and Lucie told him he can't so he move everything from my property and it's clean so we complied with your department and there for we would like to get the hearing to abate fine for both cases thanks

> On Oct 11, 2019, at 2:47 PM, Joseline Ramirez <jramirez@townofpembrokepark.com> wrote:

>

> Good afternoon Mr. Avy,

>

> Please be more specific and state the reason for your request.

>

> Kind regards,

>

> Joseline Ramirez

> Code Enforcement Officer

> Town of Pembroke Park

> 3150 SW 52nd Ave

> Pembroke Park, FL 33023

> Ph: (954) 966-4600, Ext. 215

>

>

>

> -----Original Message-----

> From: avy abramobich [mailto:abr1750@hotmail.com]

> Sent: Friday, October 11, 2019 2:20 PM

> To: Joseline Ramirez <jramirez@townofpembrokepark.com>

> Subject: Hearing for case#4556 #4558

>

> Request of hearing and and a reason for hearing to abate fine for case

> #4556 & #4558 thank you very much

> /***** EMAIL DISCLAIMER *****/ Please note: Florida has a very broad public records law. Most written communications to or from Town Officials and employees regarding Town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.



TOWN OF PEMBROKE PARK

3150 SW 52nd Ave
Pembroke Park, FL 33023
954-966-4600 Office 954-966-5310 FAX



BUILDING PERMIT APPLICATION

2017 Florida Building Code In Effect

187419

PERMIT NO.

B-84162

APPLICATION NO.

AMT DUE

PERMIT TYPE: STRUCTURAL					
JOB NAME: 3341 HALLANDALE LLC					
JOB ADDRESS: 3341 W HALLANDALE BEACH BLVD					
OWNER NAME: PAR FAMILY LIMITED PARTNERSHIP					
OWNER ADDRESS: 724 ENTERPRISE DR					
CITY: OAK BROOK					
PHONE: 3052493081		FAX:		EMAIL:	
FEE SIMPLE TITLE HOLDER'S NAME:					
FEE SIMPLE TITLE HOLDER'S ADDRESS:					
CONTRACTING FIRM: Silva Group Construction, Inc					
MAIL ADDRESS: 8004 NW 154 Street #565					
CITY STATE ZIP: Miami Lakes FL 33016					
PHONE: 9546588505		FAX:		EMAIL: edellina@silvustructure.com	
CERT. COMPETENCY: CGC1505868			STATE REGISTRATION: N/A		
LOT: 000	BLOCK: 0000	PRESENT USE: VACANT LOT		PROPOSED USE: VACANT LOT	
FOLIO NUMBER: 514220170074			SUBDIVISION: 0000		
NO. OF STORIES: 1	OFFICES: 1	FAMILIES: 1	BEDROOMS: 0	BATHS: 0	
TYPE OF WORK:	N/A	N/A	N/A	REPAIR	N/A
JOB COST: 1000		SQ.FT. / L.F.: 0			
DESCRIBE WORK: INSTALL TEMPORARY METAL CHAIN LINK FENCE AROUND VACANT LOT					
ARCHITECT/ENGINEER NAME:					
ARCHITECT/ENGINEER ADDRESS:					
PHONE:		FAX:		EMAIL:	
MORTGAGE LENDER NAME:					
MORTGAGE LENDER ADDRESS:					

Application is hereby made to obtain a permit to do the work and installations as indicated, I certify that no work or installation has been effected prior to the issuance of said permit and that all work will be performed to meet the standards of all laws regulating construction in BROWARD COUNTY and the TOWN OF PEMBROKE PARK whether specified in this Application and accompanying plans or not. I understand that a separate permit must be secured for ELECTRICAL, PLUMBING, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, AIR CONDITIONERS, etc. The information provided herein by the Applicant is not evaluated for issuance of a Certificate of Use. The City reserves the right to deny or condition any proposed use of the property pursuant to provisions of the City's Code of Ordinances.

(Please Complete Second Page)

Process #

3341 W HALLANDALE BEACH BLVD

Options **Status:** Expired **Job Type:** Commercial Fences - Chainlink **Master Process #** 84162 **Permit #** 187419-0 **Property Warnings**

Applications

Display Applications

	PRI	APR	Stop	APP #	Contractor	APP Date	APR Date	
☐	☒	☒	☐	(B)-84162	Silva Group Constructi...	01-02-18	01-02-18	Details
☐	☐	☒	☐	(ZON)-84163	Silva Group Constructi...	01-02-18	01-02-18	Details

Requirements

Fees

Notes

Plan Reviews

Inspections

Linked Permits

Laserfiche

Permits



R202 Permit Messages For Permit (187419-0)

Event ID	Date Created	Requested By	Assigned To	Status
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Structural

58385	1/3/2018	Otto Letzelter	Otto Letzelter	Denied
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Otto J Letzelter PE, SI 1-03-18 FBC 6th EDITION

DENIED

1. Provide details for proposed wood fence indicating height and member sizes with foundation. FBC 2328.1

2. Provide details of proposed fence gates and supports. FBC 107.3.5

58421	1/5/2018	Otto Letzelter	Otto Letzelter	Approved
-------	----------	----------------	----------------	----------

Approved 1-05-18 Resubmitted with 6ft chain link fence with 2 gates 10ft each for clear opening of 20ft at two locations.

Zoning

58617	1/11/2018	Michael Miller	Michael Miller	Approved With Restrictions
-------	-----------	----------------	----------------	----------------------------

As requested MJM reviewed the BP application at Town Hall on 1/11/18. The request is to install a temporary fence around the site to keep people from illegally parking / dumping. The site is grassed (unimproved). No parking of any vehicles / trailers / construction equipment / materials is allowed at all. A paved parking lot with drainage / landscaping is required to park any vehicles / trailers.

Approved with following restrictions:

1) This approval is for a temporary fence to keep people from illegally parking / dumping on the site.

2) No parking of any vehicles, trucks, trailers, construction equipment or materials is allowed on the site unless a paved parking lot approved by the Town and is constructed. Since there is no site plan approved or any application filed for any development this fence is not considered a temporary construction fence.

Other

66895	6/11/2018	Teresa Malcolm	Teresa Malcolm	Open
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150 days to permit expiration was sent via mail to all addresses on file from BCPA.



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT BOARD

TOWN OF PEMBROKE PARK, FLORIDA

Case #:

4558

Petitioner,

vs.

G&A CAPITAL HOLDINGS INC

Respondent(s)

FINAL ORDER

IN RE:

STREET ADDRESS: 2991 SW 32 AVE, PEMBROKE PARK, FL
33023

FOLIO: 514230090010

LEGAL DESCRIPTION: LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

The Town of Pembroke Park Code Enforcement Board, having heard testimony under oath and argument at a Public Hearing, in reference to the above-described property, held Thursday, August 22, 2019, after due notice to the Respondent(s). The Respondent(s) were not present nor represented at the hearing.

FINDINGS OF FACT AND CONCLUSIONS OF LAW

Based on the evidence submitted, the Code Enforcement Board finds the Respondent(s), on the above-referenced property have certain violation(s) and there exists, as a matter of law, those violation(s) of Section(s) of the Town of Pembroke Park Code of Ordinances. Specific Code Section(s) and description of the violation(s) listed below:

Ordinance/Regulation	Section	Description	Order Date to Comply by	Date Complied	Daily Fine
BUILDING AND BUILDING REGULATIONS...	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles...	9/6/2019		\$100.00
HEALTH AND SANITATION...	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture ...	9/6/2019		\$0.00

Accordingly, the Respondent(s) are ordered to bring the property into compliance prior to dates shown
Upon complying with this Final Order, the Respondent(s) **SHALL NOTIFY Joseline Ramirez**, the Code

If the Respondent(s) fail(s) to comply within the time specified, per diem fines in the amounts shown in the table above for every day that the violation continues to exist. The dates shown above will be entered and a certified copy shall be recorded in the Public Records of Broward County, Florida and shall constitute a lien against the above-described real property or personal property owned by the violator. (Section 162.09, Florida Statutes). This Final Order may be enforced similar to a court judgment. Repeat violations can be fined up to \$500.00 per day. (Section 162.09, Florida Statutes). The Respondent(s) must contact the Code Enforcement Officer to advise when the violation(s) have been corrected and the property brought in compliance. **The Code Enforcement Board has also assessed an additional fine of \$100.00 to cover administrative costs incurred by the Town in the prosecution of this matter.** Said amount is due immediately, and if not paid, may also constitute a lien against the above-referenced property which may also be actionable by law.

You may also have other rights which are set forth in Chapter 7 of the Town of Pembroke Park Code of Ordinances and Chapter 162, Florida Statutes.

Respondents may appeal any decision with respect to any matter considered by the Town of Pembroke Park Code Enforcement Board by filing an appeal in the Circuit Court in Broward County, Florida. An appeal must be filed within (30) days of the execution of this Order. If a person decides to appeal any decision, such person will need a record of the proceedings and that, for this purpose, such person may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based. Section 286.0105, Florida Statutes.

For further information, please contact the Code Enforcement Officer at 954-966-4600 or (954) 275-0609.

AUG 22 2019

DONE AND ORDERED this _____

ATTEST:



NATASHA JOSEPH
CLERK
CODE ENFORCEMENT BOARD

CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA



ROBERT JANZER
CHAIRPERSON
CODE ENFORCEMENT BOARD

Note: Payments should be mailed to the above address made payable to The Town of Pembroke Park.



Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

Sent To:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Case #:

4558

Date:

8/28/2019 11:59:00 AM

Property Owner:

G&A CAPITAL HOLDINGS INC
PO BOX 630175
MIAMI, FL 33163

Property Description:

514230090010

Legal Description:

LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

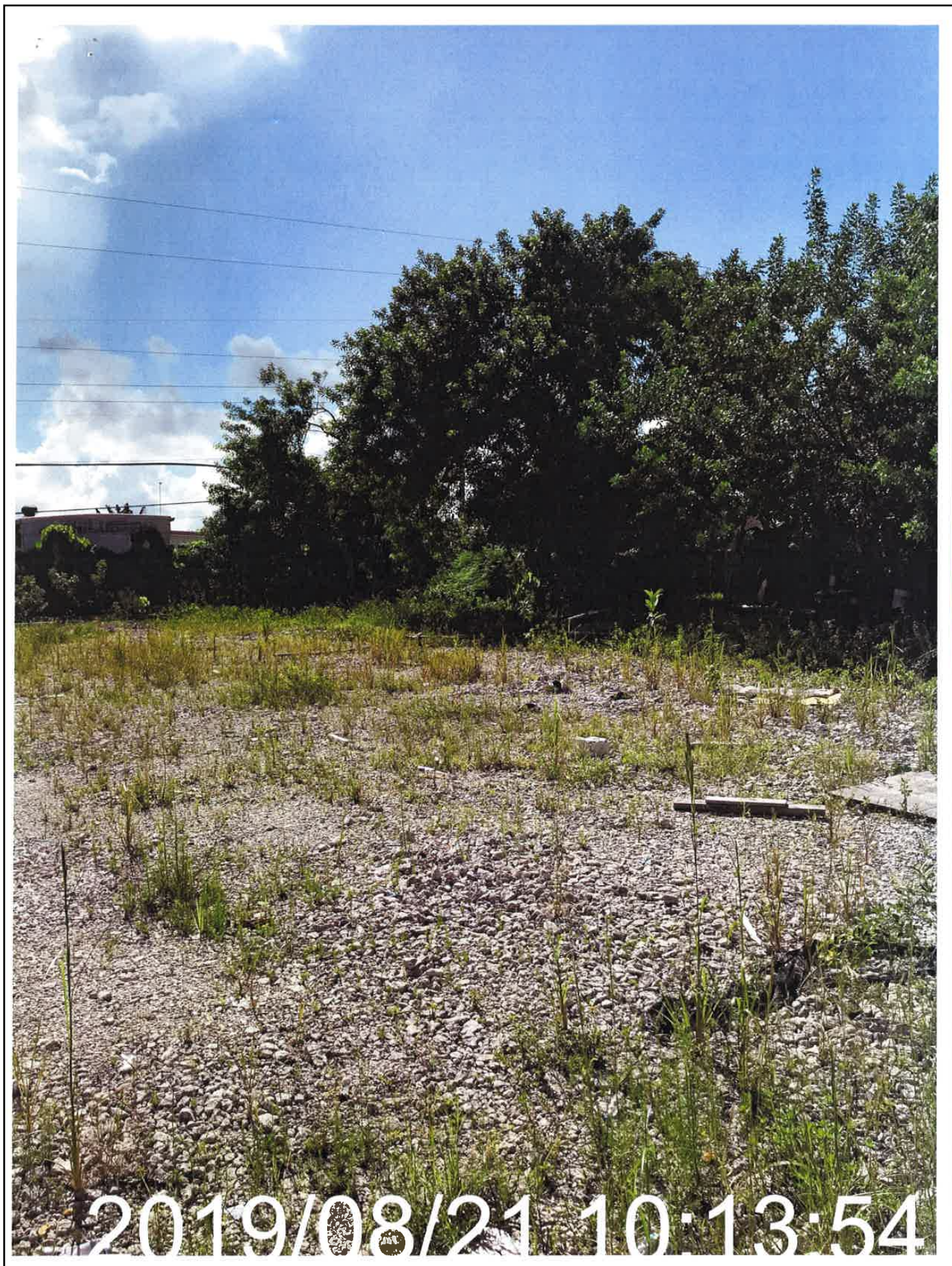
AKA:

2991 SW 32 AVE, PEMBROKE PARK, FL
33023

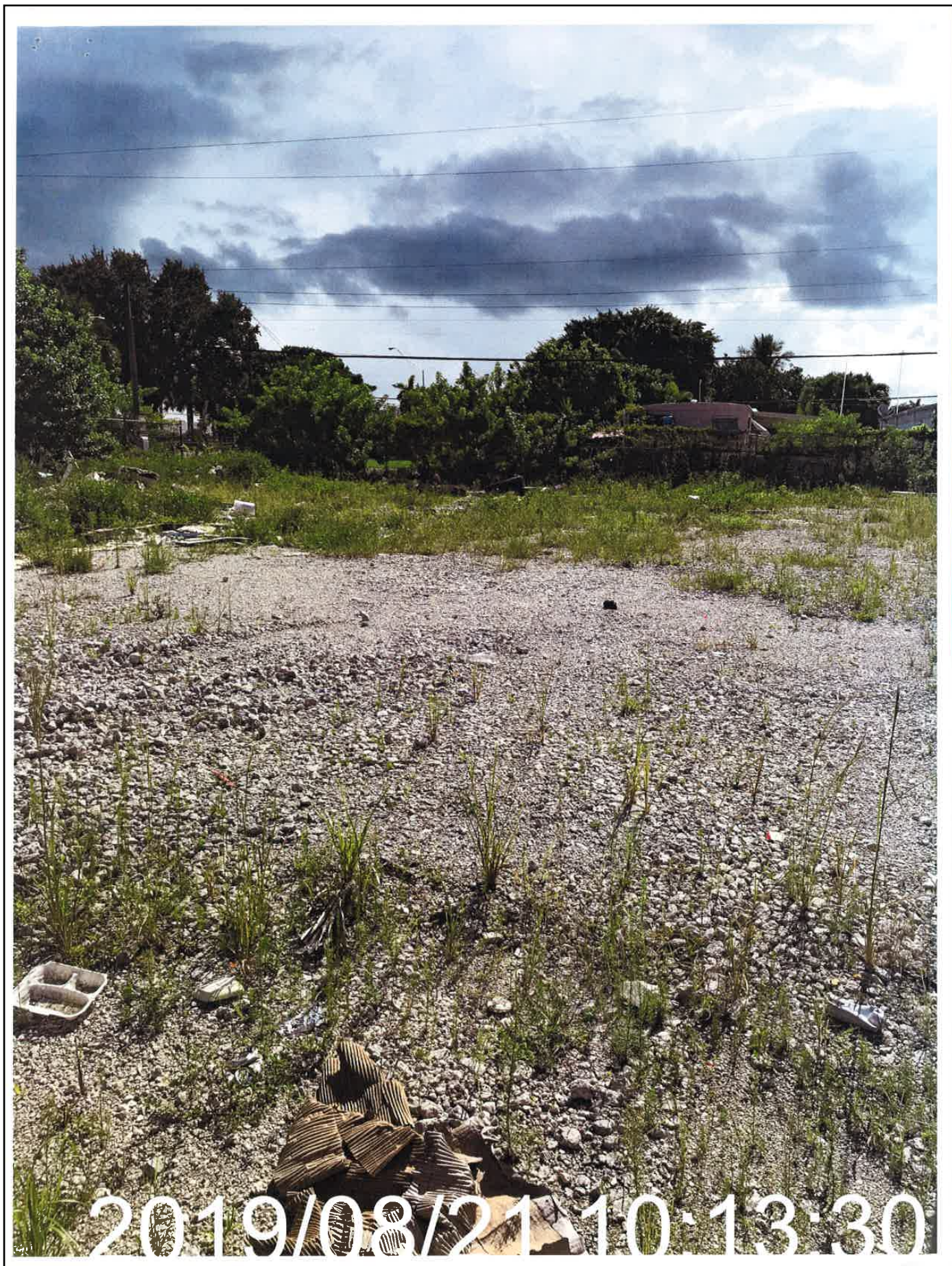
Mailing Purposes Only

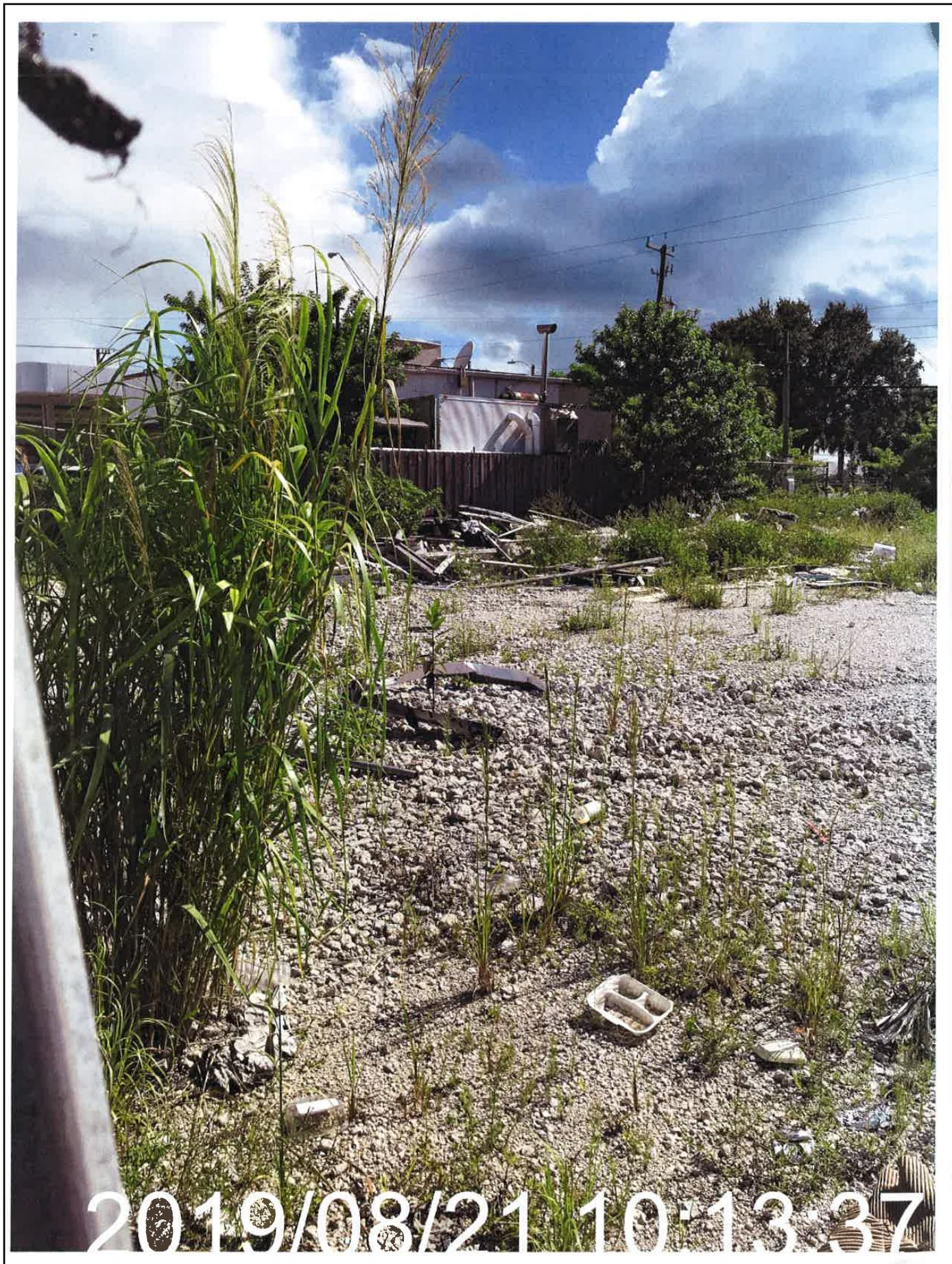














Town of Pembroke Park
3150 SW 52 Avenue
Pembroke Park, Florida 33023

CODE ENFORCEMENT NOTICE OF VIOLATION AND FORMAL HEARING

Date:

08/07/2019

Sent To:

G&A CAPITAL HOLDINGS INC

PO BOX 630175
MIAMI, FL 33163

Case #:

4558

Property Owner:

G&A CAPITAL HOLDINGS INC

PO BOX 630175
MIAMI, FL 33163

Certified Mail #:

Property Description:

514230090010

Legal Description:

LAKE FOREST SEC 4 RESUB POR 43-45
B TR S LESS N 115 BLK 37

AKA:

2991 SW 32 AVE, PEMBROKE PARK, FL
33023

YOU ARE HEREBY NOTIFIED that the undersigned inspector alleges that on 6/6/2019 the following violation(s) of the Town of Pembroke Park Code of Ordinances existed on the property above:

Ordinance/Regulation	Section	Description	Days to Comply from Date of this Notice
BUILDING AND BUILDING REGULATIONS	Sec 5-103. - Exterior maintenance of structures and premises (h)	Refuse, brush, weeds, broken glass, stumps, roots, obnoxious growths, filth, garbage, trash and debris shall not be permitted on any premises. This subsection shall not apply to garbage, trash and debris which is containerized in approved receptacles for appropriate collection and removal.	15
HEALTH AND SANITATION	Sec. 12-48. - Outdoor storage prohibited	It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items. (Ord. No. 12-06-01, § 1, 6-13-12)	15

Property is full of trash/debris, tires and construction materials. Property owner must remove all trash/debris, tires and construction materials immediately.

If the referenced violations are corrected within number of days noted above from the date of issuance of this notice, you must contact the Code Enforcement Officer at (954) 966-4600 ext. 215

Should all violations not be corrected and approved by the undersigned Code Enforcement Officer within the date and time, specified above, you will be required to appear at the prosecution of this matter before the Town's Code Enforcement Board, pursuant to Chapter 7 of The Town of Pembroke Park Code of Ordinances and Chapter 162, Florida Statutes.

A hearing for this matter has been set by the Code Enforcement Board Clerk for the 22nd day of August, 2019 at the Pembroke Park Town Hall, Commission Room, 3150 SW 52nd Avenue, Pembroke Park, Florida, at 7:00 p.m.

THIS HEARING, requiring you to be present, will be held if the violation(s) have not been brought into compliance and approved by Code Enforcement Officer as evidenced by the issuance of an Affidavit of Compliance by the Code Enforcement Officer.

The purpose of this Hearing is for the Code Enforcement Board to make "Findings of Fact" and "Conclusions of Law" relating to the violation(s) specified in the attached Violation detail and to issue an appropriate Order. The Hearing is also your opportunity to present evidence and/or contest the alleged violations, should you wish to do so. If a violation is found, the Order may require you to correct the violation(s) by a specified date. In addition, the Order may impose a daily fine of up to \$250.00 per day if the Order is not complied with or a daily fine of up to \$500.00 per day for each day the same violation(s) is or has been repeated after being brought into compliance, even if the repeated violation(s) is/are again in compliance prior to the Hearing. Fines of up to \$5,000.00 per violation may be imposed if the Code Enforcement Board finds the violation to be irreparable or irreversible in nature. Additionally, fines may be imposed to recover all costs incurred by the Town in prosecuting this matter, if all violations are not complied prior to the Hearing date and you may be assessed any such costs.

You should be aware that if the alleged violation(s) is/are corrected prior to the Hearing and recurs within one year from the date of the original Notice of Violation, the case may be presented to the Code Enforcement Board as a Recurring Violation even if the violation is subsequently corrected

You have the right to be represented by an attorney and to respond and present evidence and witnesses at the Hearing. If you wish to be represented by an attorney, your attorney MUST notify the Code Enforcement Board Clerk in writing at least five working days before the Hearing.

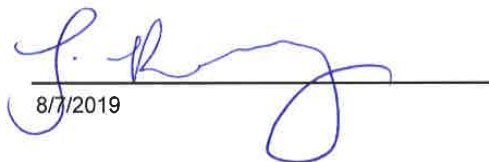
You may also have other rights which are set forth in Chapter 7 of the Town of Pembroke Park Code of Ordinances. If a person decides to appeal any decision with respect to any matter considered at this Hearing, such person will need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is to be based, Section 286.0105, Florida Statutes.

For additional HEARING information, contact the Code Enforcement Board Clerk at (954) 966-4600 ext. 235.

For additional VIOLATION information, or to request an inspection for compliance prior to the listed compliance date, contact the Code Enforcement Officer listed below at (954) 966- 4600 ext. 215 or (954) 966-4600.

Joseline Ramirez

Code Enforcement Officer


8/7/2019



MARTY KIAR
BROWARD
 COUNTY
 PROPERTY APPRAISER

Site Address	2991 SW 32 AVENUE, PEMBROKE PARK FL 33023	ID #	5142 30 09 0010
Property Owner	G&A CAPITAL HOLDINGS INC	Millage	0613
Mailing Address	PO BOX 630175 MIAMI FL 33163	Use	10
Abbr Legal Description	LAKE FOREST SEC 4 RESUB POR 43-45 B TR S LESS N 115 BLK 37		

The just values displayed below were set in compliance with **Sec. 193.011, Fla. Stat.**, and include a reduction for costs of sale and other adjustments required by **Sec. 193.011(8)**.

Property Assessment Values					
Year	Land	Building / Improvement	Just / Market Value	Assessed / SOH Value	Tax
2019	\$92,590		\$92,590	\$92,590	
2018	\$95,100		\$95,100	\$95,100	\$2,047.23
2017	\$95,100		\$95,100	\$95,100	\$2,062.54

2019 Exemptions and Taxable Values by Taxing Authority				
	County	School Board	Municipal	Independent
Just Value	\$92,590	\$92,590	\$92,590	\$92,590
Portability	0	0	0	0
Assessed/SOH	\$92,590	\$92,590	\$92,590	\$92,590
Homestead	0	0	0	0
Add. Homestead	0	0	0	0
Wid/Vet/Dis	0	0	0	0
Senior	0	0	0	0
Exempt Type	0	0	0	0
Taxable	\$92,590	\$92,590	\$92,590	\$92,590

Sales History				Land Calculations		
Date	Type	Price	Book/Page or CIN	Price	Factor	Type
2/10/2015	WD-Q	\$115,000	112844110	\$9.25	10,010	SF
8/17/2006	TD	\$100	42614 / 1161			
5/4/1999	QCD	\$100	29593 / 943			
1/26/1999	QCD	\$100	29181 / 1822			
8/18/1997	CET	\$100	26898 / 469			
				Adj. Bldg. S.F.		

Special Assessments								
Fire	Garb	Light	Drain	Impr	Safe	Storm	Clean	Misc



TOWN OF PEMBROKE PARK

Pension Board Meeting
Commission Chambers
3152 SW 52 Avenue
Pembroke Park, FL 33023
Wednesday, January 8, 2020
6:45 PM

Mayor Ashira Mohammed
Vice Mayor Howard Clark
Clerk Commissioner Geoffrey Jacobs
Commissioner Georgina A. Cohen
Commissioner Reynold Dieuville

Town Manager Agatha Muse-Salters
Deputy Town Manager Newall Daughtrey
Town Attorney Tim Ryan
Interim Deputy Clerk Marlen D Martell

PENSION BOARD MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

The meeting was called to order at 6:59 pm by Mayor Ashira Mohammed. Present at the meeting were Mayor Ashira Mohammed, Vice Mayor Howard Clark, Clerk Commissioner Jacobs Commissioner Cohen and Commissioner Reynold Dieuville.

Additional staff in attendance were: Town Assistant Manager Newall Daughtrey, Town Attorney Christopher Ryan; Interim Town Clerk Marlen D. Martell; Chief Code Officer Jeffrey Louis; Assistant Finance Director Harry Taubenfeld Assistant to the Administrative Assistant to the Town Clerk Suzi Reutlinger; Assistant Public Works Director, Interim Building Official Miguel Nunez; Building Administrative Assistant Lucy Manzerolle; Consultant Planner Michael Miller; Administrative Assistant to the Commissioners Joy Brown; Billing Clerk Michelle Grooms; IT Director Mark Pakula; BSO Liaison Chief Stephanie Coker; BSO Liaison Christopher De Giovanni; Benefits Coordinator Gloria Rosen

CALL TO ORDER by Mayor Mohammed at 6:59 pm.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

1

A RESOLUTION OF THE PENSION BOARD OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE PENSION BOARD TO FILE APPLICATIONS FOR LIFE INSURANCE POLICIES FOR TOWN COMMISSIONERS GEOFFREY JACOBS AND REYNOLD DIEUVEILLE; AUTHORIZING THE APPROPRIATE PENSION BOARD MEMBERS AND STAFF TO EXECUTE AND DELIVER ANY AND ALL DOCUMENTS REQUIRED FOR FILING THE APPLICATIONS FOR LIFE INSURANCE POLICIES FOR GEOFFREY JACOBS AND REYNOLD DIEUVEILLE; SUPERSEDING CONFLICTING RESOLUTIONS, AND PROVIDING AN EFFECTIVE DATE.

Motion by Vice Mayor Clark, seconded by Clerk Commissioner Jacobs to adopt the Resolution.
MOTION PASSED 5-0

ADJOURNMENT

With no further items for discuss, meeting adjourned at 7:03 pm. Vice Mayor Clark motioned for adjournment, seconded by Commissioner Dieuveille MOTION PASSED 5-0.

Commission approved on: _____

ATTEST:

(SEAL)

Ashira Mohammed, Mayor
Town Clerk

Marlen Martell, Interim Deputy

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.



TOWN OF PEMBROKE PARK

Regular Commission Meeting

Commission Chambers

3152 SW 52 Avenue

Pembroke Park, FL 33023

Wednesday, January 8, 2020

7:00 PM

Mayor Ashira Mohammed
Vice Mayor Howard Clark
Clerk Commissioner Geoffrey Jacobs
Commissioner Georgina A. Cohen
Commissioner Reynold Dieuville

Town Manager Agatha Muse-Salters
Assistant Town Manager Newall Daughtrey
Town Attorney Chris Ryan
Interim Deputy Clerk Marlen D Martell

REGULAR COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

The meeting was called to order at 7:04 pm by Mayor Ashira Mohammed. Present at the meeting were Mayor Mohammed; Vice Mayor Clark; Clerk Commissioner Jacobs; Commissioner Cohen and Commissioner Dieuville.

Additional staff in attendance were: Town Manager Agatha Muse-Salters; Assistant Town Manager Newall Daughtrey, Town Attorney Christopher Ryan; Interim Deputy Clerk Marlen D. Martell; Public Works Director Todd Larson; Chief Code Officer Jeffrey Louis; Assistant Finance Director Harry Taubenfeld; Administrative Assistant to the Town Clerk Suzi Reutlinger; Assistant Public Works Director Myriam Jacques; Interim Building Official Miguel Nunez; Building Administrative Assistant Lucy Manzerolle; Consultant Planner Michael Miller; Administrative Assistant to the Commissioners Joy Brown; Administrative Assistant to the Town Manager Dierdre Davis; Billing Clerk Michelle Grooms; IT Director Mark Pakula; BSO Liaison Chief Stephanie Coker; BSO Liaison Christopher De Giovanni; Benefits Coordinator Gloria Rosen

CALL TO ORDER by Mayor Mohammed at 7:04pm.

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Town of Pembroke Park
Regular Commission Meeting
January 08, 2020

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

ADDITIONS, DELETIONS OR WITHDRAWALS TO THE AGENDA:

WITHDRAWAL – 12.C Broward Sheriff's Office contract - Vice Mayor Clark, Town Manager Muse-Salters, Attorney Parks and Attorney Ryan

To be placed on workshop on January 22, 2020.

REMOVAL FROM CONSENT – ITEMS: 7.b_Master Gardener - Public Services Larson

WITHDRAWAL – ITEMS: 11.a (2nd Part) Resolution 20-005 Termination of Deputy Town Clerk Natasha Joseph - Clerk Commissioner Jacobs

Vice Mayor Clark motion to approve and amend the consent agenda, seconded by Commissioner Dieuville. MOTION PASSED 5-0

PUBLIC COMMENTS RELATED TO AGENDA ITEMS/ GOOD & WELFARE

Mayor Mohammed opened the meeting for **Public Comment**. Comments from the public relating to topics on the agenda, or other general topics:

The following person(s) spoke on the record:

Hector Colon
Barbara Derosa
Erik Morrisette
Andrew Morin
Jinetter Pantalone
Guy Vignenult
Andrew Ree
David Rassi
Shayna Lebeet

Mayor Mohammed request to hold a Special Meeting to discuss Flash Flood event.

Item was taken out of order.

Master Drainage/Flooding/FEMA - Vice Mayor Clark, Town Manager Muse-Salters, Public Services Director Larson, Building Official Nunez

Vice Mayor Clark motioned Public Service Director Todd Larson is authorized to research a locking system to lock eight (8) valves and to where no one can tamper with valves unless he gives the written order, seconded by Commissioner Dieuville. **MOTION PASSED 5-0.**

To be placed on workshop on January 22, 2020.

2

Vice Mayor Clark motioned Public Service Director Todd Larson is authorized to leave the pump set on automatic 24 hours a day, seven days a week, seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Lobbyist Report - Vice Mayor Clark
David Sigerson
CAS - Connie Vanassche
Helmich Consultants
Tidewater Consultants

Monthly Report - Town Manager Muse-Salters

Discussion was held.

CONSENT AGENDA

Mayor Mohammed entertained a motion. Vice Mayor Clark motioned to approve the consent agenda 7a and 7c seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Master Gardener - Public Services Larson

2020-002 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **SUPPORTING AND AUTHORIZING MYRIAM JACQUES TO APPLY AS A VOLUNTEER FOR THE FLORIDA MASTER GARDENER PROGRAM; AUTHORIZING THE PAYMENT OF MASTER GARDENER PROGRAM EXPENSES FOR MYRIAM JACQUES; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to approve the Resolution seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Authorizing Payment of Certain Services, Materials and Supplies - Attorney Ryan

2020-003 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE PAYMENT OF CERTAIN SERVICES, MATERIALS AND SUPPLIES WHICH ARE PROCURED ON A REGULAR OR RECURRING BASIS FOR THE FISCAL YEAR 2019-2020; RATIFYING AND CONFIRMING PRIOR PAYMENT OF EXPENSES; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to approve the Resolution seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Wiring the Town Hall for the new phone system - Mark Pakula, Information Technology Department

2020-006 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO AN AGREEMENT WITH ATELECOM, INC. FOR TELECOMMUNICATIONS CABLE INSTALLATION SERVICES**; AUTHORIZING THE TOWN MANAGER TO EXECUTE SAID AGREEMENT FOR AND ON BEHALF OF TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

Vice Mayor Clark motioned to approve the Resolution seconded by Commissioner Dieuveille.
MOTION PASSED 5-0.

Item was taken out of order

Waiver of park fees for nonprofit entities - Mayor Mohammed and Attorney Ryan

Vice Mayor Clark motioned to authorize Baby Mommas to utilize the park and community room 2 events in February and one event per month for a period of 6 months with all fees being waived, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

Vice Mayor motioned to authorize Doing Good in the Hood to utilize the park and community room once a month for 6 months with all fees being waived, seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Item was taken out of order

Agro-Eco Wellness Program - Vice Mayor Clark

Vice Mayor Clark motioned to authorize The Professional Fire Fighters to utilize the park and community room once a month for 6 months with all fees being waived, seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Item was taken out of order

Polo Club hardship request for extended hour's license - Mayor Mohammed, Attorney Ryan, Planner Miller

To be placed on workshop on January 22, 2020.

Vice Mayor Clark made a motion to have no further legal action taken against The Polo Club until further notice by the Commission, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 4-0.** Opposed by Commissioner Cohen

Meeting Recessed at 9:04pm

Meeting Reconvened at 9:18pm

Grandfathered Sweeney's car wash on HBB - Mayor Mohammed and Attorney Ryan

To be placed on workshop on January 22, 2020.

Bills over \$500.00 - Finance Department

Vice Mayor Clark made a motion to approve bills over \$500.00, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 4-0.** Opposed by Commissioner Cohen

Budget Performance Report thru December 31, 2019, bank balance report, employee leave history report - Assistant Budget and Finance Director Taubenfeld

Budget Amendment - Assistant Budget and Finance Director Taubenfeld

2020-007 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **REALLOCATING AND REAPPROPRIATING MONIES FOR EXPENDITURES FOR THE FISCAL YEAR 2018 – 2019; PROVIDING FOR ALL OTHER ITEMS IN THE BUDGET OF EXPENSES TO REMAIN UNCHANGED; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to approve the Resolution seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Request Commissioners to authorize reimbursement of Police Explorers Annual Team Building Trip. The reimbursement is not to exceed \$800.00. Their 2019/2020 budgeted line item is \$10,000, no funds have been allocated at this time. - Christopher De Giovanni, BSO

Vice Mayor Clark motioned to reimbursement the Police Explorers Orlando trip out of the Law Enforcement trust fund not to exceed \$800.00, seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Extension of Consultant Contracts - Town Manager Muse-Salters

- a. Capital Hill Consultants
- b. CAS Governmental Services, LLC
- c. DC Strategies, LLC
- d. Helmich Consulting Inc.
- e. Michael Miller Planning Associates, Inc.
- f. Network Tech, Inc.
- g. Ryan & Ryan, LLC
- h. Tidewater

2010-010 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE EXTENSION OF THE CONSULTANT AGREEMENTS FOR THE CAPITAL HILLS CONSULTANTS, INC., CAS GOVERNMENTAL SERVICES, LLC, AND HELMICH CONSULTING, INC. THROUGH SEPTEMBER 30, 2020; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SUCH DOCUMENTS AS NECESSARY TO EXTEND THE CONSULTANT AGREEMENTS AS PROVIDED FOR HEREIN; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Dieuveille.
MOTION PASSED 5-0.

2020-011 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO AN AGREEMENT WITH TIDEWATER CONSULTING, INC. FOR PROFESSIONAL SERVICES; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE SAID AGREEMENT FOR AND ON BEHALF OF THE TOWN; DIRECTING THE TOWN MANAGER TO EXECUTE THE LOBBYIST REGISTRATION FORMS FOR THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Dieuveille.
MOTION PASSED 5-0.

2020-009 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE EXTENSION OF THE CONSULTANT AGREEMENTS FOR DC STRATEGIES, LLC, NETWORK TECHS, INC., MICHAEL MILLER PLANNING ASSOCIATES, INC., AND RYAN & RYAN, LLC, THROUGH SEPTEMBER 30, 2020; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SUCH DOCUMENTS AS NECESSARY TO EXTEND THE CONSULTANT AGREEMENTS AS PROVIDED FOR HEREIN; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE**

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Dieuveille.
MOTION DIES 2-0. Commissioner Dieuveille, Clerk Commissioner Jacobs and Mayor Mohammed Opposed.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE EXTENSION OF THE CONSULTANT AGREEMENT FOR DC STRATEGIES, LLC THROUGH SEPTEMBER 30, 2020; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SUCH DOCUMENTS AS NECESSARY TO EXTEND THE CONSULTANT AGREEMENT AS PROVIDED FOR HEREIN; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Dieuveille. **MOTION PASSED 4-1.** Commissioner Cohen opposed.

Commissioner Cohen motioned create an RFP for a grant writer / lobbyist, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

Meeting Recessed at 10:39pm

Meeting Reconvened at 10:57pm

National League of Cities Conference - March 7-11, 2020 - Clerk Commissioner Jacobs

Vice Mayor motioned that any Commissioner is allowed to attend the National League of Cities and allow the Assistant to the Commission to attend on March 7-11, 2020 in an amount not to exceed \$2,500. 00 per person, seconded by Commissioner Dieuveille. **MOTION PASSED 4-0.** Commissioner Cohen opposed.

Appointing Auditor's Selection Committee - Mayor Mohammed

Vice Mayor motioned to appoint Chair Person Mayor Mohammed and other servicing Finance Director from Pompano, Miramar, Hollywood and Lauderdale Lakes to serve on the RFP regarding auditors, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0**

Vice Mayor Clark motioned to hold a Special Commission Meeting for the Auditing Services to award the RFP 2020-07 on January 15, 2020 at 6:00pm, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

Disaster Relief Worksite Agreement - Town Manager Muse-Salters

Item is tabled until the Workshop on January 22, 2020

Review and discussion of Town Manager Muse-Salters employment contract - Clerk Commissioner Jacobs

Attorney Ryan read the stipulations of the Town Manager's contract and the definition of termination with and without cause.

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Clerk Commissioner Jacobs motioned to terminate The Town Manager Agatha-Muse Salters contract with cause, seconded by Commissioner Dieuveille. **MOTION PASSED 3-2.** Opposed were Commissioner Cohen and Vice Mayor Clark.

Approval of Regular Commission Meeting and Workshop dates for 2020 Approval of Holidays – Interim Deputy Clerk, Martell

Clerk Commissioner Jacobs motioned to approve Holiday List, and Move Town Meetings in November to Tuesday, November 10th Regular Commission Meeting, and Tuesday November 24th Workshop Commission Meeting, seconded by Vice Mayor. **MOTION PASSED 5-0.**

Vice Mayor Clark motioned to extend meeting past midnight, seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Item was taken out of order

30th Avenue revitalization - Mayor Mohammed, Town Planner Miller

Town Engineer advertisement of position- Vice Mayor Clark

Employee Evaluations - Mayor Mohammed

Item was taken out of order

Deputy Town Clerk Natasha Joseph - Clerk Commissioner Jacobs

2020-004 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO MAKE AND ENTER INTO THE MUTUAL RELEASE WITH NATASHA JOSEPH; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID MUTUAL RELEASE FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to adopt the Resolution, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

Motion Made by Commissioner Cohen to rescind vote, Seconded by Commissioner Dieuveille. **MOTION PASSED 5-0.**

Motion Made by Commissioner Cohen to reconsider the first motion for waiver of fees for Doing Good in the Hood for use of the Park Facilities for a period of 6 months, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 4-1.** Commissioner Cohen opposed.

Motion Made by Commissioner Cohen to reconsider the first motion for waiver of fees for The Professional Fire Fighters for use of the Park Facilities for a period of 6 months, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 4-1.** Commissioner Cohen opposed.

Vice Mayor Clark motioned to bring up a non-agenda item, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

2020-12 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE TOWN TO APPLY TO THE BROWARD METROPOLITAN PLANNING ORGANIZATION FOR FUNDING UNDER THE COMPLETE STREETS AND OTHER LOCALIZED INITIATIVES PROGRAM; AUTHORIZING AND DIRECTING THE TOWN STAFF TO PREPARE AND FILE ALL DOCUMENTS REQUIRED FOR THE FUNDING APPLICATION; AUTHORIZING AND DIRECTING THE TOWN PUBLIC SERVICES DIRECTOR TO EXECUTE ANY AND ALL NECESSARY DOCUMENTS FOR AND ON BEHALF OF THE TOWN FOR THE FUNDING APPLICATION; ENDORSING THE FLORIDA DEPARTMENT OF TRANSPORTATION DELIVERING THE PROJECT ON THE TOWN'S BEHALF, FULLY ADMINISTERING THE DESIGN AND CONSTRUCTION PHASES OF THE PROJECT; ACKNOWLEDGING THE TOWN'S RESPONSIBILITY TO MAINTAIN OR COORDINATE THE MAINTENANCE OF THE PROJECT AFTER PROJECT COMPLETION; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Clerk Commissioner Jacobs motioned to adopt the Resolution, seconded by Vice Mayor Clark. **MOTION PASSED 5-0.**

COMMISSION REPORTS:

Commissioner Dieuveille - NONE
Commissioner Cohen - NONE
Clerk Commissioner Jacobs - NONE
Vice Mayor Clark- NONE
Mayor Mohammed- NONE

ATTORNEY REPORT – Town Attorney Ryan – NONE

Attorney Ryan stated that he did not provide guidance in the termination of the Town Manager

TOWN MANAGER REPORTS – Town Manager Muse-Salters

ANNOUNCEMENTS

Workshop, Wednesday, January 22, 2020 at 6:00 PM
Regular Commission Meeting, Wednesday, February 12, 2020, 7:00 PM

ADJOURNMENT

With no further items for discuss, meeting adjourned at 12:25 pm. Clerk Commissioner Jacobs motioned for adjournment, seconded by Vice Mayor Clark **MOTION PASSED 5-0.**

NEXT REGULAR TOWN COMMISSION MEETING is scheduled for Wednesday, February 12th 2020.

Commission approved on: _____

ATTEST:

(SEAL)

Ashira Mohammed, Mayor

Marlen Martell, Interim Deputy Town Clerk

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.

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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.



TOWN OF PEMBROKE PARK

Special Commission Meeting

Commission Chambers

3152 SW 52 Avenue

Pembroke Park, FL 33023

Wednesday, January 15, 2020

6:00 PM

Mayor Ashira Mohammed
Vice Mayor Howard Clark
Clerk Commissioner Geoffrey Jacobs
Commissioner Georgina A. Cohen
Commissioner Reynold Dieuville

Assistant Town Manager Newall Daughtrey
Town Attorney Chris Ryan
Interim Deputy Clerk Marlen D Martell

SPECIAL COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

The meeting was called to order at 6:03 pm by Mayor Ashira Mohammed. Present at the meeting were Mayor Ashira Mohammed; Vice Mayor Clark; Clerk Commissioner Jacobs; Commissioner Cohen and Commissioner Reynold Dieuville.

Additional staff in attendance were: Town Assistant Manager Newall Daughtrey, Town Attorney Christopher Ryan; Interim Town Clerk Marlen D. Martell; Assistant Finance Director Harry Taubenfeld; Administrative Assistant to the Town Clerk Suzi Reutlinger; Administrative Assistant to the Commissioners Joy Brown; Administrative Assistant to the Town Manager Dierdre Davis

CALL TO ORDER by Mayor Mohammed at 6:03pm.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

Awarding RFP #20-07 Auditor's Service - Mayor Mohammed, Assistant Town Manager Daughtrey

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2020-014 A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **SELECTING THE FINANCIAL AUDIT SERVICES PROVIDER FOR TOWN; AUTHORIZING AND DIRECTING THE TOWN TO MAKE AND ENTER INTO AN AGREEMENT WITH THE SELECTED FINANCIAL AUDIT SERVICES PROVIDER; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER THE AGREEMENT WITH THE SELECTED FINANCIAL AUDIT SERVICES PROVIDER; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Selection Committee recommended S. DAVIS & ASSOCIATES, P.A. was the highest ranked provider.

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Dieuville.
MOTION PASSED 5-0.

ADJOURNMENT

With no further items for discuss, meeting adjourned at 6:16 pm. Vice Mayor Clark motioned for adjournment, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

Commission approved on: _____

ATTEST:

(SEAL)

Ashira Mohammed, Mayor

Marlen Martell, Interim Deputy Town Clerk

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.

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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

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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.



TOWN OF PEMBROKE PARK

Workshop Commission Meeting

Commission Chambers

3152 SW 52 Avenue

Pembroke Park, FL 33023

Wednesday, January 22, 2020

6:00 PM

Mayor Ashira Mohammed
Vice Mayor Howard Clark
Clerk Commissioner Geoffrey Jacobs
Commissioner Georgina A. Cohen
Commissioner Reynold Dieuville

Assistant Town Manager Newall Daughtrey
Town Attorney Chris Ryan
Public Services Director Todd Larson
Interim Deputy Clerk Marlen D. Martell

WORKSHOP COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

The meeting was called to order at 6:24 pm by Mayor Ashira Mohammed. Present at the meeting were Mayor Ashira Mohammed; Vice Mayor Clark; Clerk Commissioner Jacobs; Commissioner Cohen and Commissioner Reynold Dieuville.

Additional staff in attendance were: Town Assistant Manager Newall Daughtrey, Town Attorney Christopher Ryan; Todd Larson, Public Services Director, Interim Town Clerk Marlen D. Martell; Assistant Finance Director Harry Taubenfeld; Administrative Assistant to the Town Clerk Suzi Reutlinger; Administrative Assistant to the Town Manager Dierdre Davis; Chief Code Officer Jeffrey Louis; Interim Building Official Miguel Nunez; Building Administrative Assistant Lucy Manzerolle; Consultant Planner Michael Miller; Billing Clerk Michelle Grooms; Assistant Public Works Director Myriam Jacques; Human Resources Director, Yolanda Menegazzo.

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CALL TO ORDER by Mayor Mohammed at 6:24pm.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

PRESENTATIONS- NONE

REPORTS OF COMMITTEES AND CITY STAFF

Broward Sheriff's Office - Captain Coker

Report Submitted

Fire Department - Chief Kane

Report Submitted

Public Services - Public Services Director Larson

Report Submitted

Need to set meeting with Commissioner Sharief.

Finance Department - Assistant Finance Director Taubenfeld

Report Submitted

Building Department - Miguel Nunez, Building Official

Report Submitted

Code Enforcement - Jeffrey Louis, Code Enforcement Officer

Report Submitted

Attorney Ryan is to submit policy adoption of citation process and forms (March) if possible on the February 12, 2020 meeting.

Business Tax Receipt and Billing Update - BTR/Billing Admin. Grooms

Report Submitted

Credit Balances for Sign Variances - BTR/Billing Admin. Grooms

Resolution created to address credit balance for sign variance – place on consent on February 12, 2020 meeting.

Update on Outstanding Renewal Fiscal Year 2018-2019 - BTR/Billing Admin. Grooms

Report Submitted

Parks and Recreation - Parks Supervisor McKine

Public Services Director Todd Larson was directed to address electrical issues and other life safety issues at the park.

**Employee Evaluation and Job Descriptions - Clerk Commissioner Jacobs, LagomHR
Yolanda Menegazzo**

Meetings with employees have been completed and evaluation forms have been provided to the commission. Discuss with Interim Town Clerk senior management job descriptions as per Ordinance.

DISCUSSION

Update of Flooding in Bamboo Lakes and FEMA help - Commissioner Cohen

Forward to February 22, 2020 Meeting

**Dr. Little Pet Shop -Pet Retail Ban - Town Attorney Ryan, Code Officer Louis, Building
Official Nunez**

Town attorney Ryan, will be researching moratorium.

Sanitary Sewer Pricing - Mayor Mohammed, Public Services Director Larson

February meeting submit report from Engineer Keith & Associates.

Job Postings - Clerk Commissioner Jacobs

Finance Director

Town Manager

Discussion on posting of these positions.

Town Administrator – Vice Mayor Clark

Town Manager Job description ordinance discussion

Commissioners will review the ordinance and submit their recommendations.

Senior personnel shall clock in and out.

Reimbursement for Attorney Fees - Attorney Ryan

Town Attorney Ryan will seek/retrieve resolutions between 2012 and 2018 related to attorney fee reimbursement.

Disaster Relief Worksite Agreement - Assistant Town Manager Daughtrey

Placed on the Consent Agenda for February.

Polo Club - Mayor Mohammed

Item forwarded to February

Town Planner Michael Miller to identify hardship and annual fee for the extension of the business license hours.

Sweeney's Car Wash - Mayor Mohammed

Building Department determined building permits had not been issued for the canopy. They also needed to pay Business Tax Receipt (BTR) fees from 2014 to present.

Broward Sheriffs Contract - Vice Mayor Clark, Attorney Ryan, Attorney Parks

Town Attorney Ryan will be meeting with Broward Sheriffs' Office (BSO) and report back to the Commissioners.

Master Drainage/Flooding/FEMA - Vice Mayor Clark, Public Services Director Larson

Amnesty

Grants

Items forwarded to the lobbyist for future funding and opportunities.

Agro-Eco Wellness Program - Vice Mayor Clark

MPO

Annexation

Verbal Report was given.

Employee Evaluations - Mayor Mohammed

Evaluation forms were submitted to the Commission.

Golf Carts – Vice Mayor Clark

Purchase one golf cart not to exceed \$7,000

Item forwarded to the February consent agenda

Amendment to Code of Ordinance Chapter 12 - Commissioner Dieuville

Town Attorney Ryan to provide for the February meeting, a modification of ordinance to request the removal of trash from dumpsters within 7 to 10 days.

Florida League of Cities (FLC) legal services – Mayor Mohammed

Obtain legal outside counsel on handling Town Manager issues.

Lagom HR – Crisis Management Services – Mayor Mohammed

Obtain quote from the Human Resources consultant to include Crisis Management Services.

Professional Fire Fighters Office Relocation - Mayor Mohammed, Public Services Director Larson

Their lease will expire and they will be moving from the second floor to the third floor.

Proclamation – Pembroke Park School Choice Week

Item was place on the February consent agenda.

Instruct Legislative staff to work on the following five (5) incentives Mayor Mohammed
The following items were sent to the Lobbyist.

ResolutionTCSF # 19-01 - Support and advocate for full Appropriation of Sadowski State and Local Housing Trust Funds for Housing.

ResolutionTCSF # 19-02 - Ensure that any reauthorization of the National Flood Insurance Program include meaningful affordability protections and cap on annual increases for all policy holders; increase inclusion, affordability, mitigation, mapping, solvency, consumer protection, privatization, and transparency.

ResolutionTCSF # 19-03 - Support legislation to quantify and address current and projected deficit funding needed for water and wastewater infrastructure investment; significantly increase funding for water infrastructure.

ResolutionTCSF # 19-04 - Support increased awareness and prioritize the education and eventual elimination of land application of human biosolids; support funding for new state of the art wastewater treatment technologies.

ResolutionTCSF # 19-05 - Support the establishment of a long-term, recurring revenue source for Coral Reef disease intervention and restoration at both state and federal levels; support the national Restoring Resilient Reefs Act of 2019 to restore and conserve America's Coral Reefs

Records Management - Clerk Commissioner Jacobs, Interim Deputy Clerk Martell

Schedule training sessions for staff. Documents will be destroyed as per the State of Florida Records Retention Schedule.

Exterior Public Notification Board - Clerk Commissioner Jacobs, Interim Deputy Clerk Martell

Approval of (2) two exterior notification boards not to exceed \$800.00, to be place on the February consent agenda.

Added to the Consent Agenda will be an alternative to Code Red. It will be replaced by a Free State Alert system.

FOR YOUR INFORMATION

Robert's Rules of Order

Provided as a tool for the Commissioners

RESOLUTIONS – NONE

ORDINANCES - NONE

ADJOURNMENT

With no further items for discuss, meeting adjourned at 10:45 pm. Clerk Commissioner Jacobs motioned for adjournment, seconded by Vice Mayor Clark **MOTION PASSED 5-0.**

NEXT REGULAR TOWN COMMISSION MEETING is scheduled for Wednesday, February 12th 2020.

Commission approved on: _____

ATTEST:

(SEAL)

Ashira Mohammed, Mayor

Marlen D. Martell, Interim Deputy Town Clerk

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.

Town of Pembroke Park
Bills over \$500
February 12, 2020 Wednesday

PAYMENTS				
Invoice#	Vendor	Service/Product	Dept.	Amount
2019-0786.12.exp	CAS Governmental Services LLC	Reimbursement for Legislative Committee Week on December 8th-13th, 2019	Legislative	\$ 866.75
2020-0786.01.exp	CAS Governmental Services LLC	Legislative Session on January 12th-17th, 2020, January 19th-24th, 2020 and January 26th-31st, 2020	Legislative	\$ 2,566.11
Total:				\$3,432.86

Addendums				
2020-0786.02.exp	CAS Governmental Services LLC	Legislative Session on February 2th-7th, 2020, February 9th-14th, 2020 and February 16th-21st, 2020 and February 23rd-28th 2020	Legislative	\$ 3,421.48
FallTuition2019	Christian Noel	Tuition Reimbursement for International Finance and Management Information Systems Courses Completed at Florida Atlantic University Fall 2019	Finance	\$ 1,474.64
16248	Foster & Foster Actuaries and Consultants	Preparation of the FY 2019 GASB 75 Valuation	Finance	\$ 1,800.00
1232020	Harry Hipler P.A.	Code Enforcement Hearing Held January 23, 2020 (24 Cases)	Legal	\$ 500.00
20120-PP-0101	Michael Miller Planning Associates	General Planning Services Rendered January 1st Through January 31st 2020	Planning	\$ 18,311.25
2020-PP-0102	Michael Miller Planning Associates	Land Development Planning Services Rendered January 1st Through January 31st 2020	Reimbursable	\$ 2,487.50
961	Ryan & Ryan LLC	Matters Regarding the Employment of Natasha Joseph	Legal	\$ 2,717.16
965	Ryan & Ryan LLC	Matters Regarding Robert Patterson Employment Discrimination Complaint	Legal	\$ 665.00
966	Ryan & Ryan LLC	Sanitary Connection Agreement with Canal Street LLC	Reimbursable	\$ 550.00
Total:				\$31,927.03

Purchase Orders				
305363	A to Z Statewide Plumbing	Emergency Repair to Sink Hole at 131 Marine Circle Mobile Home Park (Revised)	Sewer	\$ 23,245.00
305364	Blanchard's Mobile Home Removals	Emergency Repair to Sink Hole at 131 Marine Circle Mobile Home Park (Revised)	Sewer	\$ 5,200.00
305373	All Broward Animal Removal	Animal Removal at Town Hall and Preserve Park (Revised)	NonDept/Parks	\$ 1,405.00
305385	Kelly Tractor	Repair Brake Lines and Bearing for Backhoe (Includes Travel, Parts and Labor)	Sewer	\$ 1,175.84
305389	TRC Truck Repair Center	Rebuild and Reinstall Fuel Injection Pump, Oil & Filter Change and Fuel Filter Change for Massey Ferguson 231S Tractor (Emergency)	Roads	\$ 2,100.29
305394	C & I Construction & Design Inc	Emergency Repair Lining Removal and Installation of New Pipes at the Coca Cola Lift Station	Sewer	\$ 19,900.00
305397	Wells Fargo Bank	Double Tree Hotel April 6th to April 10th 2020 for Florida Floodplain Managers Association (FFMA) 2020 Annual Conference	Bldg	\$ 536.63
305399	Luke's Heavy Trucks & Equipment	New Pump Clutch & Serpline Belt for Bucket Truck #35	Roads	\$ 957.28
305401	Courgar Mountain Software	Annual SA 20 Hour Support	Finance	\$ 1,800.00
Total:				\$56,320.04

Grand Total:	\$91,679.93
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2/3/2020

Treasury Information Report: Express Balance Report



Express Balance Report

Standard Express Balance Report

As of 01/31/2020

Company: TOWN OF PEMBROKE PARK

User: Harry Taubenfeld

02/03/2020 09:48 AM ET

Commercial Electronic Office®

Treasury Information Reporting

Note: Intraday information subject to change

Summary Section

Account Number	Account Name	Previous Day Balances		Intraday Balance	
		Closing Ledger Balance	Closing Collected Balance	Opening Available Balance	Current Available Balance
Account Balances for <u>2000037266284</u>	121000248 WELLS FARGO BANK, N.A. INVESTMENT	77,210.37	77,210.37	77,210.37	77,210.37
Account Balances for <u>2000044269847</u>	121000248 WELLS FARGO BANK, N.A. LOCAL LAW ENFORCEMENT	41,782.10	41,782.10	41,782.10	41,782.10
Account Balances for <u>2000044270179</u>	121000248 WELLS FARGO BANK, N.A. RESERVE	142,032.00	142,032.00	142,032.00	142,032.00
Account Balances for <u>2000044270182</u>	121000248 WELLS FARGO BANK, N.A. CONSTRUCTION	814,533.23	814,533.23	814,533.23	814,533.23
Account Balances for <u>2000044270195</u>	121000248 WELLS FARGO BANK, N.A. SINKING FUND	55,043.95	55,043.95	55,043.95	55,043.95
Account Balances for <u>2000143043498</u>	121000248 WELLS FARGO BANK, N.A. PAYROLL	51,631.31	51,631.31	51,631.31	40,506.40
Account Balances for <u>2000143043605</u>	121000248 WELLS FARGO BANK, N.A. OPERATING	744,826.27	744,826.27	744,826.27	709,871.54
Account Balances for <u>2000143044044</u>	121000248 WELLS FARGO BANK, N.A. DEPOSIT	8,574,179.90	8,574,179.90	8,574,179.90	8,584,172.86

Account Section

Currency: USD

Bank: 121000248

Account: 2000037266284(FL)

WELLS FARGO BANK, N.A.
INVESTMENT

Closing Ledger Balance	77,210.37	MTD Accrued Debit Interest	N/A
Closing Collected Balance	77,210.37	Total Credits	.00
Opening Available Balance	77,210.37	Total Debits	.00
Current Available Balance	77,210.37	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	0

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Currency: USD

Bank: 121000248

WELLS FARGO BANK, N.A.

<https://wellsuite.ceo.wellsfargo.com/tirnx/tirservice?KEY=101904&actionType=PleaseWait&channel=portal&reportid=1501&fileContentType=&childWi...> 1/3

2/3/2020

Treasury Information Report: Express Balance Report

Account: 2000044269847(FL)

LOCAL LAW ENFORCEMENT

Closing Ledger Balance	41,782.10	MTD Accrued Debit Interest	N/A
Closing Collected Balance	41,782.10	Total Credits	.00
Opening Available Balance	41,782.10	Total Debits	.00
Current Available Balance	41,782.10	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	0

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Currency: USD

Bank: 121000248

WELLS FARGO BANK, N.A.

Account: 2000044270179(FL)

RESERVE

Closing Ledger Balance	142,032.00	MTD Accrued Debit Interest	N/A
Closing Collected Balance	142,032.00	Total Credits	.00
Opening Available Balance	142,032.00	Total Debits	.00
Current Available Balance	142,032.00	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	0

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Currency: USD

Bank: 121000248

WELLS FARGO BANK, N.A.

Account: 2000044270182(FL)

CONSTRUCTION

Closing Ledger Balance	814,533.23	MTD Accrued Debit Interest	N/A
Closing Collected Balance	814,533.23	Total Credits	.00
Opening Available Balance	814,533.23	Total Debits	.00
Current Available Balance	814,533.23	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	0

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Currency: USD

Bank: 121000248

WELLS FARGO BANK, N.A.

Account: 2000044270195(FL)

SINKING FUND

Closing Ledger Balance	55,043.95	MTD Accrued Debit Interest	N/A
Closing Collected Balance	55,043.95	Total Credits	.00
Opening Available Balance	55,043.95	Total Debits	.00
Current Available Balance	55,043.95	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	0

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Currency: USD

Bank: 121000248

WELLS FARGO BANK, N.A.

Account: 2000143043498(FL)

PAYROLL

Closing Ledger Balance	51,631.31	MTD Accrued Debit Interest	N/A
Closing Collected Balance	51,631.31	Total Credits	.00
Opening Available Balance	51,631.31	Total Debits	26,455.89
Current Available Balance	40,506.40	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	1

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Currency: USD**Bank:** 121000248**Account:** 2000143043605(FL)**WELLS FARGO BANK, N.A.
OPERATING**

Closing Ledger Balance	744,826.27	MTD Accrued Debit Interest	N/A
Closing Collected Balance	744,826.27	Total Credits	.00
Opening Available Balance	744,826.27	Total Debits	17,146.66
Current Available Balance	709,871.54	Total Number Credits	0
MTD Accrued Credit Interest	N/A	Total Number Debits	2

[Back To Top](#)**Currency: USD****Bank:** 121000248**Account:** 2000143044044(FL)**WELLS FARGO BANK, N.A.
DEPOSIT**

Closing Ledger Balance	8,574,179.90	MTD Accrued Debit Interest	N/A
Closing Collected Balance	8,574,179.90	Total Credits	756.23
Opening Available Balance	8,574,179.90	Total Debits	9,023.07
Current Available Balance	8,584,172.86	Total Number Credits	2
MTD Accrued Credit Interest	N/A	Total Number Debits	1

[Back To Top](#)**Currency: USD****Bank:** 121000248

Closing Ledger Balance	10,501,239.13	MTD Accrued Debit Interest	N/A
Closing Collected Balance	10,501,239.13	Total Credits	756.23
Opening Available Balance	10,501,239.13	Total Debits	52,625.62
Current Available Balance	10,465,152.45	Total Number Credits	2
MTD Accrued Credit Interest	N/A	Total Number Debits	4

Grand Total For Currency: USD

Closing Ledger Balance	10,501,239.13	MTD Accrued Debit Interest	N/A
Closing Collected Balance	10,501,239.13	Total Credits	756.23
Opening Available Balance	10,501,239.13	Total Debits	52,625.62
Current Available Balance	10,465,152.45	Total Number Credits	2
MTD Accrued Credit Interest	N/A	Total Number Debits	4

--- END OF REPORT ---

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
001 - GENERAL FUND					
Tangible Personal Property Taxes	0.00	0.00	517,884.22	(517,884.22)	0.00%
Ad Valorem Taxes	6,014,705.00	0.00	4,919,173.50	1,095,531.50	81.79%
Tangible Personal Property Taxes - Delinquent	0.00	0.00	62.98	(62.98)	0.00%
Local Option Gas Tax	119,137.00	0.00	28,372.60	90,764.40	23.82%
Electric Utility Tax	790,000.00	0.00	212,254.89	577,745.11	26.87%
Communication Tax	160,000.00	0.00	53,722.55	106,277.45	33.58%
Water Utility Tax	260,000.00	0.00	90,139.99	169,860.01	34.67%
Gas Utility Tax	15,000.00	0.00	3,222.73	11,777.27	21.48%
Electric Franchise Fee	575,000.00	0.00	158,072.61	416,927.39	27.49%
Gas Franchise Fee	7,000.00	0.00	1,804.81	5,195.19	25.78%
Garbage Franchise Fee	225,000.00	0.00	72,493.31	152,506.69	32.22%
Towing Franchise Fee	10,000.00	0.00	0.00	10,000.00	0.00%
Bus Stop Shelter Franchise Fee	3,500.00	0.00	2,100.00	1,400.00	60.00%
Bus Stop Benches Franchise Fee	4,250.00	0.00	4,250.00	0.00	100.00%
Business Tax Receipt - Local	125,000.00	0.00	3,020.00	121,980.00	2.42%
Business Tax - County	2,500.00	0.00	824.05	1,675.95	32.96%
Electrical Permit -Reinspection Fee	0.00	0.00	1,575.25	(1,575.25)	0.00%
Certificate of Use Permits	29,000.00	0.00	52.50	28,947.50	0.18%
Building Inspection Fees	2,500.00	0.00	650.00	1,850.00	26.00%
Building Reinspection Fee B.T.R.	500.00	0.00	(75.00)	575.00	-15.00%
Fire Inspection Fees Business Tax	12,000.00	0.00	2,485.00	9,515.00	20.71%
Fire Inspection Fees Annual Renewals	49,000.00	0.00	4,405.00	44,595.00	8.99%
Fire Reinspection Fee B.T.R.	1,000.00	0.00	(65.00)	1,065.00	-6.50%
Sign Fees	58,000.00	0.00	0.00	58,000.00	0.00%
Zoning Variance Site Plans	0.00	0.00	100.00	(100.00)	0.00%
Engineering - Planning Services	0.00	0.00	1,050.00	(1,050.00)	0.00%
Alarm Registration Fees	2,900.00	0.00	150.00	2,750.00	5.17%
Other License, Fees, Permits	10,830.00	0.00	0.00	10,830.00	0.00%
Federal Grants	513,563.00	0.00	0.00	513,563.00	0.00%
Other Grants	123,180.00	0.00	0.00	123,180.00	0.00%
Municipal Revenue Sharing Program	213,577.00	0.00	67,235.46	146,341.54	31.48%
Mobile Home Licenses	6,500.00	0.00	3,498.60	3,001.40	53.82%
Alcoholic Beverage Licenses	5,000.00	0.00	0.00	5,000.00	0.00%
Half Cent Sales Tax	447,363.00	0.00	104,652.14	342,710.86	23.39%
Lien Searches	4,000.00	0.00	700.00	3,300.00	17.50%
EMS Transport Collections	280,000.00	0.00	45,251.98	234,748.02	16.16%
Park Facility Rental-Preserve	3,000.00	0.00	750.00	2,250.00	25.00%
Reimbursable Charges - Legal	0.00	0.00	3,401.00	(3,401.00)	0.00%
Reimbursable Charges - Misc, Late Fees Etc..	0.00	0.00	4,891.00	(4,891.00)	0.00%
Reimbursable Charges - Planning	0.00	0.00	3,669.00	(3,669.00)	0.00%
Local Law Enforcement Trust Fund Fines	1,000.00	0.00	0.00	1,000.00	0.00%
Rec. Vehicle Inspection Fee Revenue	2,500.00	0.00	75.00	2,425.00	3.00%
False Alarm Fees	7,000.00	0.00	2,400.00	4,600.00	34.29%
Code Enforcement Fines - Per Diem	1,000.00	0.00	0.00	1,000.00	0.00%
Other Fines and Forfeitures	7,000.00	0.00	919.26	6,080.74	13.13%
Interest - FL Dept Admin - LGIP Investments	18,000.00	0.00	0.00	18,000.00	0.00%
Interest/Penalties - Ad Valorem/Tangible Taxes	6,500.00	0.00	7,300.96	(800.96)	112.32%
Penalty and Late Charges	5,000.00	0.00	1,994.00	3,006.00	39.88%
Garbage Collection Fees OES	10,000.00	0.00	3,894.22	6,105.78	38.94%
Impact Fees - Fire	77,505.00	0.00	0.00	77,505.00	0.00%
Other Revenue	632,000.00	0.00	6,778.35	625,221.65	1.07%
Other Miscellaneous (JWL Community Event)	80,000.00	0.00	8,902.68	71,097.32	11.13%
Total Revenue	\$ 10,920,510.00	\$ -	\$ 6,344,039.64	\$ 4,576,470.36	58.09%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Salaries	210,000.00	0.00	70,000.00	140,000.00	33.33%
FICA Taxes Expense	16,065.00	0.00	4,856.04	11,208.96	30.23%
Employer Contribution Retirement Fund	21,964.00	0.00	0.00	21,964.00	0.00%
Group Insurance Health	49,843.00	0.00	12,460.80	37,382.20	25.00%
Dental/Vision Insurance	9,889.00	0.00	4,120.60	5,768.40	41.67%
Life Insurance (Standard Insur.Co.)	3,895.00	0.00	1,553.56	2,341.44	39.89%
Long Term Care (John Hancock Co.)	8,693.00	0.00	2,727.54	5,965.46	31.38%
Life Insurance (John Hancock VUL)	5,082.00	0.00	2,818.56	2,263.44	55.46%
Workers' Compensation	412.00	0.00	205.41	206.59	49.86%
Travel	14,000.00	0.00	2,915.51	11,084.49	20.83%
Cell Phone	5,000.00	0.00	1,515.61	3,484.39	30.31%
Insurance - Property & Liability	682.00	0.00	342.55	339.45	50.23%
Business Meetings	5,000.00	0.00	309.32	4,690.68	6.19%
Misc. Charges	3,000.00	0.00	241.50	2,758.50	8.05%
Memberships	3,700.00	0.00	4,084.80	(384.80)	110.40%
Education and Training	2,500.00	0.00	0.00	2,500.00	0.00%
Election Services	15,000.00	0.00	0.00	15,000.00	0.00%
Total Expense Mayor & Commission Department	\$ 374,725.00	\$ -	\$ 108,151.80	\$ 266,573.20	28.86%

TOWN OF PEMBROKE PARK (1PBFPD)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Full Time Salaries	668,499.00	0.00	204,671.04	463,827.96	30.62%
Overtime	1,500.00	0.00	4,552.39	(3,052.39)	303.49%
FICA Taxes Expense	56,196.00	0.00	15,253.30	40,942.70	27.14%
Employee Retirement Expense	96,813.00	0.00	35,612.14	61,200.86	36.78%
Group Insurance	117,132.00	0.00	32,773.72	84,358.28	27.98%
Dental/Vision Insurance	19,501.00	0.00	4,436.20	15,064.80	22.75%
Life Insurance (Standard Insur.Co.)	12,937.00	0.00	3,597.55	9,339.45	27.81%
Long Term Care (John Hancock Co.)	686.00	0.00	469.21	216.79	68.40%
Life Insurance (John Hancock VUL)	18,544.00	0.00	3,197.70	15,346.30	17.24%
Workers' Compensation	1,232.00	0.00	616.26	615.74	50.02%
Town Hall-Janitorial Services	2,611.00	0.00	870.28	1,740.72	33.33%
Contractual Services	13,800.00	0.00	8,213.94	5,586.06	59.52%
Contractual Services - Professional Services	81,000.00	0.00	32,258.34	48,741.66	39.83%
Contractual Services - Business Tax Structural	0.00	0.00	2,450.00	0.00	0.00%
Travel	5,000.00	0.00	1,131.91	3,868.09	22.64%
Cellular Phones	1,750.00	0.00	779.15	970.85	44.52%
Lease Expense - Vehicles	18,000.00	0.00	6,000.00	12,000.00	33.33%
Lease Expense-Copy Machine	6,000.00	0.00	2,106.05	3,893.95	35.10%
General Liability - Property Insurance	4,738.00	0.00	2,430.95	2,307.05	51.31%
Misc. Maintenance - Car & Buildings	1,800.00	0.00	0.00	1,800.00	0.00%
Printing	2,000.00	0.00	513.00	1,487.00	25.65%
Misc. Charges	5,000.00	0.00	4,011.88	988.12	80.24%
Business Meetings/Meals	500.00	0.00	45.00	455.00	9.00%
Office Supplies	7,000.00	0.00	2,074.34	4,925.66	29.63%
Vehicle Expense - Gasoline	2,000.00	0.00	20.66	1,979.34	1.03%
Memberships/Subscriptions	5,300.00	0.00	1,357.10	3,942.90	25.61%
Education & Training, Tuition Assistance	10,000.00	0.00	0.00	10,000.00	0.00%
Education & Training, Registration/Books	1,000.00	0.00	642.00	358.00	64.20%
Total Expense Administration Department	\$ 1,160,539.00	\$ -	\$ 370,084.11	\$ 792,904.89	31.89%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Salaries	311,434.00	0.00	75,564.96	235,869.04	24.26%
Overtime	2,000.00	0.00	317.87	1,682.13	15.89%
FICA Taxes Expense	23,825.00	0.00	5,768.63	18,056.37	24.21%
Employee Retirement Expense	44,168.00	0.00	11,788.57	32,379.43	26.69%
Group Insurance	39,875.00	0.00	12,460.80	27,414.20	31.25%
Dental/Vision Insurance	7,415.00	0.00	2,058.20	5,356.80	27.76%
Life Insurance (Standard Insur.Co.)	5,693.00	0.00	1,796.20	3,896.80	31.55%
Long Term Care (John Hancock Co.)	0.00	0.00	220.00	0.00	0.00%
Life Insurance (John Hancock VUL)	4,696.00	0.00	529.00	4,167.00	11.26%
Workers' Compensation	410.00	0.00	205.42	204.58	50.10%
Recurring Audit Costs	45,000.00	0.00	0.00	45,000.00	0.00%
Contractual Service	4,611.00	0.00	870.28	3,740.72	18.87%
Contractual Services-Software Maint Fees	4,000.00	0.00	0.00	4,000.00	0.00%
Travel	2,000.00	0.00	0.00	2,000.00	0.00%
Cellular Phones	700.00	0.00	251.75	448.25	35.96%
Lease Expense-Copiers	2,000.00	0.00	1,048.06	951.94	52.40%
General Liability - Property Insurance	2,428.00	0.00	1,276.07	1,151.93	52.56%
Maintenance & Repair	500.00	0.00	0.00	500.00	0.00%
Printing and Forms	1,000.00	0.00	240.00	760.00	24.00%
Business Meetings/Meals	500.00	0.00	0.00	500.00	0.00%
Misc. Charges	500.00	0.00	22.50	477.50	4.50%
Office Supplies	2,000.00	0.00	651.16	1,348.84	32.56%
Memberships	1,000.00	0.00	92.55	907.45	9.26%
Education & Training-Registration/Books	1,000.00	0.00	0.00	1,000.00	0.00%
Total Expense Finance Department	\$ 506,755.00	\$ -	\$ 115,162.02	\$ 391,812.98	22.73%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Misc. Reimbursable Expense	10,000.00	0.00	3,306.00	6,694.00	33.06%
Contractual Services-Legal-Retainer	100,000.00	0.00	33,333.32	66,666.68	33.33%
Contractual Services-Legal-Non Retainer	100,000.00	0.00	11,189.50	88,810.50	11.19%
Travel	0.00	0.00	0.00	0.00	#DIV/0!
Advertising	7,500.00	0.00	2,004.80	5,495.20	26.73%
Total Expense Legal Department	\$ 217,500.00	\$ -	\$ 49,833.62	\$ 167,666.38	22.91%
Reimbursable Expense	50,000.00	0.00	12,836.85	37,163.15	25.67%
Contractual Services-Planning	200,000.00	0.00	53,570.38	146,429.62	26.79%
Contractual Services-Legis Svcs Planning	10,000.00	0.00	2,499.99	7,500.01	25.00%
Board Expenses - Planning & Zoning	1,000.00	0.00	150.00	850.00	15.00%
Total Expense Comprehensive Planning Dept.	\$ 261,000.00	\$ -	\$ 69,057.22	\$ 191,942.78	26.46%
Various Contractual Services	32,000.00	0.00	10,035.21	21,964.79	31.36%
Contractual Svcs-Town Hall-Pest Control	3,720.00	0.00	516.72	3,203.28	13.89%
Contractual Svc-Computer Related Service	98,000.00	0.00	29,927.00	68,073.00	30.54%
Telephone Cost - Cellular	3,000.00	0.00	388.92	2,611.08	12.96%
Town Hall Line Charge/Internet Connection	13,200.00	0.00	4,282.20	8,917.80	32.44%
Postage-Shipping-Fed Express	3,500.00	0.00	3,557.54	(57.54)	101.64%
Electricity-Town Hall	38,000.00	0.00	11,679.74	26,320.26	30.74%
Water-Town Hall	5,000.00	0.00	1,457.52	3,542.48	29.15%
Lease Expense-Copy Machine and Other	900.00	0.00	427.56	472.44	47.51%
Insurance Expense - General Liability/Prop.	2,642.00	0.00	1,412.25	1,229.75	53.45%
Maintenance & Repair Car Bldg & Equipmnt	15,000.00	0.00	4,411.27	10,588.73	29.41%
Maintenance and Repair-3RD FLOOR	2,500.00	0.00	0.00	2,500.00	0.00%
Donations	15,000.00	0.00	0.00	15,000.00	0.00%
Lobbying Expenses	134,000.00	0.00	18,833.32	115,166.68	14.05%
Misc Charges	48,000.00	0.00	707.35	47,292.65	1.47%
Misc. Market Supplies/Office Supplies	4,000.00	0.00	686.90	3,313.10	17.17%
Total Expense Non - Departmental General Gov't	418,462.00	0.00	88,323.50	330,138.50	21.11%

TOWN OF PEMBROKE PARK (1PBPF)
 GL Budget Performance
 Revenue and Expense
 Percentage Used
 From 10/1/2019 to 1/31/2019

<u>Description</u>	<u>Budget</u>	<u>Encumbered</u>	<u>Actual</u>	<u>Remaining</u>	<u>Percent</u>
Contractual Services-Law Enforcement	3,272,014.00	0.00	1,090,198.00	2,181,816.00	33.32%
LLETF - Explorer Program	10,000.00	0.00	779.95	9,220.05	7.80%
BSO - Traffic Enforcement	5,000.00	0.00	0.00	5,000.00	0.00%
LLETF Town Hall Security	40,000.00	0.00	0.00	40,000.00	0.00%
Total Law Enforcement	3,327,014.00	0.00	1,090,977.95	2,236,036.05	32.79%
Contractual Services-Fire Rescue	3,205,828.00	0.00	1,068,609.20	2,137,218.80	33.33%
Total Fire Department	3,205,828.00	0.00	1,068,609.20	2,137,218.80	33.33%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
100 - Building Department					
Building Permits	318,150.00	0.00	90,022.34	228,127.66	28.30%
Building Permit - Reinspection Fee	7,875.00	0.00	4,649.00	3,226.00	59.03%
Building Dept. Reinstatement Fee	5,555.00	0.00	200.00	5,355.00	3.60%
Building Inspection Fee	34,100.00	0.00	10,550.00	23,550.00	30.94%
Electrical Permits	34,715.00	0.00	24,951.82	9,763.18	71.88%
Electrical Permit-Reinspection Fee	4,850.00	0.00	300.00	4,550.00	6.19%
Electrical Inspection Fee	8,585.00	0.00	4,775.00	3,810.00	55.62%
Mechanical Permits	28,150.00	0.00	29,457.82	(1,307.82)	104.65%
Mechanical Permit-Reinspection Fee	500.00	0.00	712.00	(212.00)	142.40%
Mechanical Inspection Fee	3,385.00	0.00	1,550.00	1,835.00	45.79%
Plumbing Permits	44,450.00	0.00	9,683.42	34,766.58	21.78%
Plumbing Permit Reinspection Fee	760.00	0.00	1,050.00	(290.00)	138.16%
Plumbing Inspection Fee	2,830.00	0.00	1,800.00	1,030.00	63.60%
Fire Inspection Fees Permits	28,500.00	0.00	5,880.00	22,620.00	20.63%
Fire Reinspection Fee	59,000.00	0.00	14,134.50	44,865.50	23.96%
Zoning & Variance & Site Plan Fees	30,000.00	0.00	12,485.00	17,515.00	41.62%
Engineering-Planning Services	30,000.00	0.00	200.00	29,800.00	0.67%
Radon Fees - 10% Restricted for Education	4,500.00	0.00	1,653.88	2,846.12	36.75%
Insurance - Registration Fees	0.00	0.00	6.11	(6.11)	0.00%
Plan Review	68,680.00	0.00	27,900.00	40,780.00	40.62%
Processing Fee	52,520.00	0.00	24,475.00	28,045.00	46.60%
Certificate of Occupany Fee	5,050.00	0.00	314.75	4,735.25	6.23%
Certificate of Completion	34,350.00	0.00	10,608.78	23,741.22	30.88%
Code Enforcement Fines	30,000.00	0.00	5,400.00	24,600.00	18.00%
Other Revenue Building Department	5,000.00	0.00	335.75	4,664.25	6.72%
Total Revenue - Building Department	841,505.00	0.00	283,095.17	558,409.83	33.64%
Full Time Salaries	212,441.00	0.00	53,692.00	158,749.00	25.27%
Overtime	4,000.00	0.00	1,772.14	2,227.86	44.30%
FICA Taxes Expense	16,252.00	0.00	4,225.64	12,026.36	26.00%
Employee Retirement Expense	33,942.00	0.00	7,324.40	26,617.60	21.58%
Group Insurance	29,906.00	0.00	8,307.20	21,598.80	27.78%
Dental/Vision Insurance	3,794.00	0.00	549.60	3,244.40	14.49%
Life Insurance (Standard Insur.Co.)	3,906.00	0.00	916.95	2,989.05	23.48%
Long Term Care (John Hancock Co.)	0.00	0.00	320.00	(320.00)	0.00%
Life Insurance (John Hancock VUL)	3,420.00	0.00	480.00	2,940.00	14.04%
Workers' Compensation	1,643.00	0.00	821.68	821.32	50.01%
Contractual Service-Town Hall-Janitorial	2,611.00	0.00	870.28	1,740.72	33.33%
Contractual Services-Software Maint Fees	0.00	0.00	0.00	0.00	0.00%
Contractual Services-Bldg Dept Elect	34,000.00	0.00	7,562.50	26,437.50	22.24%
Contractual Services-Bldg Dept Plumb	15,000.00	0.00	4,550.00	10,450.00	30.33%
Contractual Services-Bldg Dept Mech	16,000.00	0.00	5,350.00	10,650.00	33.44%
Contractual Services-Bldg Dept Structural	0.00	0.00	3,892.50	(3,892.50)	0.00%
Contractual Services-User Fees Ink Force	6,000.00	0.00	1,500.00	4,500.00	25.00%
Travel	1,000.00	0.00	0.00	1,000.00	0.00%
Cell Phone	3,800.00	0.00	538.64	3,261.36	14.17%
Vehicle Expense - Interest	0.00	0.00	446.72	(446.72)	0.00%
Lease Expense-Copier	3,600.00	0.00	564.95	3,035.05	15.69%
Insurance - Property & Liability	6,203.00	0.00	3,163.67	3,039.33	51.00%
Maintenance & Repair Car Bldg & Equipmt.	1,000.00	0.00	63.49	936.51	6.35%
Printing & Forms	1,000.00	0.00	499.00	501.00	49.90%
Misc. Charges	1,000.00	0.00	0.00	1,000.00	0.00%
Office Supplies	3,000.00	0.00	635.98	2,364.02	21.20%
Uniforms	500.00	0.00	487.00	13.00	97.40%
Vehicle Expense-Gasoline Costs	1,000.00	0.00	29.95	970.05	3.00%
Memberships/Subscription	500.00	0.00	130.00	370.00	26.00%
Education & Training-Registration/Books	1,000.00	0.00	1,059.00	(59.00)	105.90%
Total Building Department	\$ 406,518.00	\$ -	\$ 109,753.29	\$ 296,764.71	27.00%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

<u>Description</u>	<u>Budget</u>	<u>Encumbered</u>	<u>Actual</u>	<u>Remaining</u>	<u>Percent</u>
Full Time Salaries	158,079.00	0.00	44,547.04	113,531.96	28.18%
Overtime	2,000.00	0.00	282.54	1,717.46	14.13%
FICA Taxes Expense	12,093.00	0.00	3,334.27	8,758.73	27.57%
Employee Retirement Expense	22,564.00	0.00	8,749.72	13,814.28	38.78%
Group Insurance	32,398.00	0.00	9,137.92	23,260.08	28.21%
Dental/Vision Insurance	6,061.00	0.00	1,456.44	4,604.56	24.03%
Life Insurance (Standard Insur.Co.)	2,914.00	0.00	930.49	1,983.51	31.93%
Long Term Care (John Hancock Co.)	229.00	0.00	308.33	(79.33)	134.64%
Life Insurance (John Hancock VUL)	2,790.00	0.00	322.50	2,467.50	11.56%
Workers' Compensation	1,642.00	0.00	821.68	820.32	50.04%
Town Hall-Janitorial	2,611.00	0.00	870.28	1,740.72	33.33%
Contractual Services	5,400.00	0.00	450.00	4,950.00	8.33%
Travel - Hotel, Airfare, Mileage, Tolls & Meals	2,500.00	0.00	39.97	2,460.03	1.60%
Cell Phones	3,000.00	0.00	423.62	2,576.38	14.12%
Lease Expense- Copier	1,000.00	0.00	253.08	746.92	25.31%
Insurance - Property & Liability	5,375.00	0.00	2,749.55	2,625.45	51.15%
Printing and Forms	1,300.00	0.00	160.00	1,140.00	12.31%
Misc. Charges	1,500.00	0.00	0.00	1,500.00	0.00%
Office Supplies	4,500.00	0.00	14.50	4,485.50	0.32%
Uniform Expense	800.00	0.00	50.62	749.38	6.33%
Vehicle Expense-Gasoline	3,000.00	0.00	184.46	2,815.54	6.15%
Vehicle Expense-Maintenance & Repair	1,000.00	0.00	33.49	966.51	3.35%
Board Expenses-Code & P&Z Boards	4,635.00	0.00	600.00	4,035.00	12.94%
Memberships	625.00	0.00	160.00	465.00	25.60%
Education & Training - Other	3,000.00	0.00	445.00	2,555.00	14.83%
Total Code Enforcement	\$ 281,016.00	\$ -	\$ 76,325.50	\$ 204,690.50	27.16%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Full Time Employee Salaries	189,724.00	0.00	61,135.40	128,588.60	32.22%
Overtime	3,500.00	0.00	1,723.45	1,776.55	49.24%
FICA Taxes Expense	14,514.00	0.00	4,670.25	9,843.75	32.18%
Employee Retirement Expense	20,246.00	0.00	6,596.79	13,649.21	32.58%
Group Insurance	39,875.00	0.00	16,614.40	23,260.60	41.67%
Dental/Vision Insurance	7,392.00	0.00	3,080.10	4,311.90	41.67%
Life Insurance (Standard Insur.Co.)	3,506.00	0.00	1,464.65	2,041.35	41.78%
Long Term Care (John Hancock Co.)	291.00	0.00	739.83	(448.83)	254.24%
Life Insurance (John Hancock VUL)	4,733.00	0.00	1,482.81	3,250.19	31.33%
Workers' Compensation	6,983.00	0.00	3,492.14	3,490.86	50.01%
Town Hall Janitorial	2,611.00	0.00	870.32	1,740.68	33.33%
Travel	1,000.00	0.00	0.00	1,000.00	0.00%
Cellular Phones	2,400.00	0.00	604.88	1,795.12	25.20%
Town Hall Line Charge/Internet Connection	700.00	0.00	0.00	700.00	0.00%
Electricity-Outdoor Lighting	32,000.00	0.00	10,149.84	21,850.16	31.72%
Water-Public Works	2,000.00	0.00	154.37	1,845.63	7.72%
Rental Expense-Equipment Copier	3,600.00	0.00	758.58	2,841.42	21.07%
Insurance Expense Prop - General Liability	23,805.00	0.00	11,964.43	11,840.57	50.26%
Maintenance & Repair Car Bldg & Equipmnt	30,000.00	0.00	11,388.56	18,611.44	37.96%
Misc. Charges	15,000.00	0.00	1,440.10	13,559.90	9.60%
Office Supplies	1,500.00	0.00	329.38	1,170.62	21.96%
Uniform Expense	1,800.00	0.00	372.69	1,427.31	20.71%
Vehicle Expense-Gasoline	6,000.00	0.00	2,114.29	3,885.71	35.24%
Memberships/Subscriptions & Dues	1,000.00	0.00	31.25	968.75	3.13%
Education & Training-Registration/Books	1,500.00	0.00	200.00	1,300.00	13.33%
Total Roads & Streets Department	\$ 415,680.00	\$ -	\$ 141,378.51	\$ 274,301.49	34.01%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
Full Time Salaries	251,461.00	0.00	59,104.66	192,356.34	23.50%
Overtime	15,000.00	0.00	8,912.00	6,088.00	59.41%
FICA Taxes Expense	19,237.00	0.00	5,183.94	14,053.06	26.95%
Employee Retirement Expense	21,299.00	0.00	5,713.81	15,585.19	26.83%
Group Insurance	49,843.00	0.00	16,614.40	33,228.60	33.33%
Dental/Vision Insurance	10,559.00	0.00	3,368.40	7,190.60	31.90%
Life Insurance (Standard Insur.Co.)	4,664.00	0.00	1,437.90	3,226.10	30.83%
Long Term Care (John Hancock Co.)	0.00	0.00	404.00	(404.00)	#DIV/0!
Life Insurance (John Hancock VUL)	5,449.00	0.00	1,114.32	4,334.68	20.45%
Workers' Compensation	5,752.00	0.00	2,875.88	2,876.12	50.00%
Contractual Services	1,700.00	0.00	642.28	1,057.72	37.78%
Travel- Hotel, Airfare, Milage, Tolls & Meals	400.00	0.00	0.00	400.00	0.00%
Cellular Phones & Beepers	1,500.00	0.00	291.16	1,208.84	19.41%
Phone Line- Behan Park	3,200.00	0.00	1,037.62	2,162.38	32.43%
Phone Line- Oglesby Preserve	1,200.00	0.00	234.47	965.53	19.54%
Electricity	15,000.00	0.00	4,984.75	10,015.25	33.23%
Water Charges	3,000.00	0.00	1,295.25	1,704.75	43.18%
Insurance - Property & Liability	13,000.00	0.00	6,556.83	6,443.17	50.44%
Maintenance & Repair Car Bldg & Equipmt.	25,000.00	0.00	8,860.55	16,139.45	35.44%
Office Supplies	400.00	0.00	81.72	318.28	20.43%
Uniform Expense	2,000.00	0.00	307.55	1,692.45	15.38%
Misc. Charges	15,000.00	0.00	817.61	14,182.39	5.45%
Gasoline Costs	4,500.00	0.00	1,078.09	3,421.91	23.96%
Membership, Dues & Subscription	900.00	0.00	0.00	900.00	0.00%
Education & Training-Registration/Books	1,500.00	0.00	200.00	1,300.00	13.33%
Pembroke Park Health Fair Festival	10,000.00	0.00	9,916.83	83.17	99.17%
Pembroke Park- Egg Hunt	6,000.00	0.00	0.00	6,000.00	0.00%
Pembroke Park- Toy Drive	4,000.00	0.00	3,762.70	237.30	94.07%
Pembroke Park- Turkey Drive	6,000.00	0.00	6,440.44	(440.44)	107.34%
Community Garden	5,000.00	0.00	1,546.04	3,453.96	30.92%
Maculele Miami Brazilian Arts Institute	2,000.00	0.00	0.00	2,000.00	0.00%
Relay for Life Event	2,000.00	0.00	0.00	2,000.00	0.00%
School Supply Drive	3,500.00	0.00	0.00	3,500.00	0.00%
Church of Christ	1,500.00	0.00	0.00	1,500.00	0.00%
Newsletter Mailings	10,000.00	0.00	0.00	10,000.00	0.00%
60th Anniversary Celebration	25,000.00	0.00	0.00	25,000.00	0.00%
Food Distribution Farm Share	2,000.00	0.00	0.00	2,000.00	0.00%
Holiday Party	4,500.00	0.00	2,518.80	1,981.20	55.97%
Pet Fair	5,000.00	0.00	0.00	5,000.00	0.00%
Little Library Dispensers	2,000.00	0.00	0.00	2,000.00	0.00%
Halloween Spectacular Event	2,500.00	0.00	3,163.19	(663.19)	126.53%
Club Richelieu	1,000.00	0.00	0.00	1,000.00	0.00%
Promotions for All Community Events	7,500.00	0.00	0.00	7,500.00	0.00%
Walk A Thon	1,000.00	0.00	0.00	1,000.00	0.00%
Fl. Intl. Trade & Commission Expo (FITCE)	2,000.00	0.00	618.63	1,381.37	30.93%
Focal Point - Walk a thon	1,000.00	0.00	0.00	1,000.00	0.00%
One Blood	250.00	0.00	0.00	250.00	0.00%
Total Parks Department	575,314.00	0.00	159,083.82	416,230.18	27.65%
Machinery and Equipment	60,700.00	0.00	0.00	60,700.00	0.00%
Equipment, Security, Holiday Deco (+250)	6,000.00	0.00	561.56	5,438.44	9.36%
Community Garden - Irrigation System	8,000.00	0.00	0.00	8,000.00	0.00%
Park Rec - Concrete Slab	4,000.00	0.00	0.00	4,000.00	0.00%
Fire & EMS Study Project # 9075	40,000.00	0.00	0.00	40,000.00	0.00%
Municipal Complex Conceptual Design Project #9076	79,110.00	0.00	0.00	79,110.00	0.00%
Town all Restroom Improvements	20,000.00	0.00	0.00	20,000.00	0.00%
TownHall Hardening Project # 9078	684,750.00	0.00	0.00	684,750.00	0.00%
Hardware & Software Replacement	226,000.00	0.00	32,599.33	193,400.67	14.42%
Machinery and Equipment	10,000.00	0.00	0.00	10,000.00	0.00%
Vehicle Purchase	25,000.00	0.00	0.00	25,000.00	0.00%
Capital Outlay-Machinery and Equipment	5,000.00	0.00	0.00	5,000.00	0.00%
Machinery & Equipment (over \$250.00)	2,500.00	0.00	0.00	2,500.00	0.00%
Vehicle Purchase	26,000.00	0.00	0.00	26,000.00	0.00%
Machinery and Equipment	63,850.00	0.00	0.00	63,850.00	0.00%
Total Capital Outlay & Equipment	1,260,910.00	0.00	33,160.89	1,227,749.11	23.78%
44 Year CDBG Tot Lot Project # 9078	66,672.00			66,672.00	0.00%
45 Year CDBG Tot Lot OglesbyProject	105,000.00	0.00	0.00	105,000.00	0.00%
Total Capital Projects	171,672.00	0.00	0.00	171,672.00	0.00%
Total Expenditures - General Fund	\$ 12,582,933.00		\$ 3,479,901.43	\$ 9,105,701.57	27.66%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
400 - SEWER ENTERPRISE FUND					
Sewer Service Charges	2,680,000.00	0.00	997,242.61	1,682,757.39	37.21%
Fixture Charges	75,000.00	0.00	26,007.25	48,992.75	34.68%
Sewer Hookup Fees	10,000.00	0.00	1,500.00	8,500.00	15.00%
Interest - Revenue- LGIP	20,000.00	0.00	0.00	20,000.00	0.00%
Impact Fee Physical Environment	177,589.00	0.00	0.00	177,589.00	0.00%
Other Miscellaneous Revenue	0.00	0.00	0.00	0.00	#DIV/0!
Total Revenue - Sewer Fund	2,962,589.00	0.00	1,024,749.86	1,937,839.14	34.59%
Regular Full Time Salary	399,259.00	0.00	113,915.08	325,120.61	28.53%
Overtime	10,000.00	0.00	2,645.72	7,354.28	26.46%
FICA Taxes	30,543.00	0.00	8,592.76	21,950.24	28.13%
Employee Retirement Expense	46,346.00	0.00	13,751.82	32,594.18	29.67%
Group Insurance - Health	59,812.00	0.00	22,844.80	36,967.20	38.19%
Group Insurance - Dental & Vision	8,042.00	0.00	2,835.10	5,206.90	35.25%
Group Life Insurance (SIC)	6,934.00	0.00	2,717.82	4,216.18	39.20%
Long Term Care Insurance (JHC)	873.00	0.00	1,195.48	(322.48)	136.94%
Life Insurance - JHC VUL	7,511.00	0.00	1,881.51	5,629.49	25.05%
Workers' Compensation	13,969.00	0.00	6,984.28	6,984.72	50.00%
Reimbursable Expenses-Site Plan	0.00	0.00	0.00	0.00	#DIV/0!
Professional Services-Engineering	2,000.00	0.00	0.00	2,000.00	0.00%
Retainer	2,000.00	0.00	0.00	2,000.00	0.00%
Sewer Maintenance & Treatment - Hollywood	1,000,000.00	0.00	277,623.06	722,376.94	27.76%
Misc. Contractual Services-Sewer Department	20,000.00	0.00	4,698.84	15,301.16	23.49%
Travel	2,000.00	0.00	0.00	2,000.00	0.00%
Cellular Phones/Beepers	3,500.00	0.00	797.60	2,702.40	22.79%
Telephone Lines	0.00	0.00	0.00	0.00	#DIV/0!
Electricity-Sewer Pumps	35,000.00	0.00	11,198.55	23,801.45	32.00%
Water-Public Works	20,000.00	0.00	7,542.59	12,457.41	37.71%
Insurance - Property & Liability FLC	37,516.00	0.00	19,191.39	18,324.61	51.16%
Maintenance-Lift Stations	150,000.00	0.00	12,411.88	137,588.12	8.27%
Maintenance & Repair Car Bldg & Equipmt.	80,000.00	0.00	30,991.49	49,008.51	38.74%
Misc. Charges	20,000.00	0.00	6,274.21	13,725.79	31.37%
Operating Supplies-Uniform Expense	1,500.00	0.00	250.62	1,249.38	16.71%
Vehicle Expense-Gasoline	6,000.00	0.00	1,499.69	4,500.31	24.99%
Memberships	2,000.00	0.00	98.75	1,901.25	4.94%
Education & Training-Registration/Books	2,500.00	0.00	200.00	2,300.00	8.00%
Administrative Services	410,000.00	0.00	0.00	410,000.00	0.00%
New Sewer Truck	30,000.00	0.00	0.00	30,000.00	0.00%
Master Plan Update	40,000.00	0.00	0.00	40,000.00	0.00%
Debt Service-Principal Payment	37,000.00	0.00	12,333.36	24,666.64	33.33%
Debt Service- Sinking Fund Interest	91,350.00	0.00	30,450.00	60,900.00	33.33%
Debt Service Reserve Account	12,912.00	0.00	4,304.00	8,608.00	33.33%
Debt Service S/T Assets Reserve	74,022.00	0.00	24,673.88	49,348.12	33.33%
Depreciation/Amortization Expense	300,000.00	0.00	0.00	300,000.00	0.00%
Total Sewer Fund Expenditures	2,962,589.00	0.00	621,904.28	2,380,461.41	20.99%

TOWN OF PEMBROKE PARK (1PBPF)
GL Budget Performance
Revenue and Expense
Percentage Used
From 10/1/2019 to 1/31/2019

Description	Budget	Encumbered	Actual	Remaining	Percent
401 - STORMWATER MANAGEMENT FUND					
Stormwater Management Utility Fees	1,440,000.00	0.00	490,651.39	949,348.61	34.07%
FEMA Grant	1,590,428.00	0.00	0.00	1,590,428.00	0.00%
Impact Fee Revenue-Physical Environment	<u>118,827.00</u>	<u>0.00</u>	<u>0.00</u>	<u>118,827.00</u>	<u>0.00%</u>
Total Stormwater Revenue	<u>3,149,255.00</u>	<u>0.00</u>	<u>490,651.39</u>	<u>2,658,603.61</u>	<u>15.58%</u>
Salaries	178,340.00	0.00	31,059.85	147,280.15	17.42%
Overtime	10,000.00	0.00	3,977.76	6,022.24	39.78%
FICA Taxes	13,643.00	0.00	2,666.84	10,976.16	19.55%
Employee Retirement Expense	15,105.00	0.00	2,939.03	12,165.97	19.46%
Group Insurance - Health	29,906.00	0.00	6,230.40	23,675.60	20.83%
Group Insurance - Dental & Vision	6,517.00	0.00	1,168.60	5,348.40	17.93%
Group Life Insurance - SIC	2,877.00	0.00	745.26	2,131.74	25.90%
Long Term Care Insurance (JHC)	0.00	0.00	280.00	(280.00)	#DIV/0!
Life Insurance - JHC VUL	4,530.00	0.00	420.00	4,110.00	9.27%
Workers' Compensation	9,038.00	0.00	4,519.24	4,518.76	50.00%
Legal/Non Retainer	4,000.00	0.00	0.00	4,000.00	0.00%
Engineering	5,000.00	0.00	0.00	5,000.00	0.00%
Professional Services	5,000.00	0.00	0.00	5,000.00	0.00%
Cell Phones/Beeper	650.00	0.00	171.10	478.90	26.32%
Electricity-Drainage Pumps	25,000.00	0.00	7,190.02	17,809.98	28.76%
Insurance Expense FLC	2,500.00	0.00	0.00	2,500.00	0.00%
Insurance - Prop & General Liability	32,825.00	0.00	17,062.65	15,762.35	51.98%
Maintenance & Repair Cars, Building & Other	50,000.00	0.00	12,539.68	37,460.32	25.08%
Misc. Charges	15,000.00	0.00	3,750.07	11,249.93	25.00%
Uniform Expense	500.00	0.00	143.42	356.58	28.68%
Memberships/Subscriptions and Dues	600.00	0.00	500.00	100.00	83.33%
Education & Training,Registration, Books	2,500.00	0.00	0.00	2,500.00	0.00%
Administrative Services GF Cost Allocation	210,000.00	0.00	0.00	210,000.00	0.00%
Machinery and Equipment New Stormwater Truck	30,000.00	0.00	0.00	30,000.00	0.00%
Depreciation Expense	500,000.00	0.00	0.00	500,000.00	0.00%
County Line Stormwater & Sidewalk Project # 3353	150,000.00	0.00	0.00	150,000.00	0.00%
John P. Lyons Phase II Engineering & Design #3354	912,350.00	0.00	0.00	912,350.00	0.00%
S.W. 25th St. Stormwatr Improvement Phase II #3355	<u>1,208,220.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,208,220.00</u>	<u>0.00%</u>
Total Stormwater Expenditures	<u>3,424,101.00</u>	<u>0.00</u>	<u>95,363.92</u>	<u>3,328,737.08</u>	<u>2.79%</u>
Total Revenue - ALL FUNDS	\$ 17,873,859.00		\$ 8,142,536.06	\$ 9,731,322.94	45.56%
Total Expenditures - ALL FUNDS	\$ 18,969,623.00		\$ 4,197,169.63	\$ 14,814,900.06	22.13%

PR Employee Leave Report (Detailed)

TOWN OF PEMBROKE PARK (1PBPFDD)

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Sort by: Employee Number

Employee Number	Employee Name	Program	Status
10100	Manzerolle, Lucie M.	BLD-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.9999
Sick		9.2310	0.0000	299.3274	9,999,999.9999
Vacation		11.5400	0.0000	288.5180	9,999,999.9999

Employee Number	Employee Name	Program	Status
10250	Malcolm, Teresa N.	BLD-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.2500	9,999,999.9999
Sick		9.2310	3.0000	63.5238	9,999,999.9999
Vacation		11.5400	0.0000	154.4146	9,999,999.9999

Employee Number	Employee Name	Program	Status
10360	Nunez, Miguel A.	BLD-RP	ACTIVE

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Other		0.0000	0.0000	0.0000	9,999,999.0000

Employee Number	Employee Name	Program	Status
10400	CLARK, JR, HOWARD P.	COM-ES	ACTIVE

Employee Number	Employee Name	Program	Status
10410	Jacobs, Geoffrey R.	COM-ES	ACTIVE

Employee Number	Employee Name	Program	Status
10420	Dieuveille, Reynold	COM-ES	ACTIVE

Employee Number	Employee Name	Program	Status
10600	COHEN, GEORGINA A.	COM-ES	ACTIVE

PR Employee Leave Report (Detailed)

TOWN OF PEMBROKE PARK (1PBPFDF)

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Sort by: Employee Number

Employee Number	Employee Name	Program	Status
10701	DAY, ROBERT M.	SEF-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.9999
Sick		9.2310	1.0000	12.3676	9,999,999.9999
Vacation		11.5400	4.0000	134.0360	9,999,999.9999

Employee Number	Employee Name	Program	Status
11300	Daughtrey, Newall J.	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.0000
Sick		9.2310	0.0000	39.6974	9,999,999.0000
Vacation		7.6900	0.0000	51.6760	9,999,999.0000

Employee Number	Employee Name	Program	Status
11400	Grooms, MICHELLE	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	3.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		3.0000	2.0000	15.0000	9,999,999.9999
Sick		9.2310	0.0000	360.6754	9,999,999.9999
Vacation		15.3850	38.0000	54.9180	9,999,999.9999

Employee Number	Employee Name	Program	Status
11500	CORNISH BROWN, MONTJOY	ADM-RF	ACTIVE

PR Employee Leave Report (Detailed)

TOWN OF PEMBROKE PARK (1BPFD)

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Sort by: Employee Number

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	27.7500	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		27.7500	72.0000	45.2500	9,999,999.0000
Sick		9.2310	0.0000	32.7664	9,999,999.0000
Vacation		7.6900	0.0000	41.6860	9,999,999.0000

Employee Number	Employee Name	Program	Status
11660	HILL, BYRON R.	PWS-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.6200	9,999,999.9999
Sick		9.2310	9.2500	5.7210	9,999,999.9999
Vacation		11.5400	1.2500	81.0200	9,999,999.9999

Employee Number	Employee Name	Program	Status
11700	CHAVEZ, WERNER I.	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	0.0000	9,999,999.0000
Sick		9.2310	0.0000	31.3904	9,999,999.0000
Vacation		7.6900	0.0000	39.6780	9,999,999.0000

Employee Number	Employee Name	Program	Status
12350	Greene, Ramonda L.	SEF-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000

PR Employee Leave Report (Detailed)

TOWN OF PEMBROKE PARK (1PBPF)

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Sort by: Employee Number

S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	8.0000	0.0000	9,999,999.0000
Sick		9.2310	7.0000	48.3860	9,999,999.0000
Vacation		7.6900	0.0000	46.1400	9,999,999.0000

Employee Number	Employee Name	Program	Status
12400	LARSON, TODD V.	SEF-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.9999
Sick		9.2310	12.0000	596.6634	9,999,999.9999
Vacation		15.3850	0.0000	252.4990	9,999,999.9999

Employee Number	Employee Name	Program	Status
12500	Lawson, James	PWS-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0900	9,999,999.9999
Sick		9.2310	2.5000	120.7894	9,999,999.9999
Vacation		11.5400	4.0000	142.6140	9,999,999.9999

Employee Number	Employee Name	Program	Status
12550	Brown, Patrick L.	PWS-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

PR Employee Leave Report (Detailed)

TOWN OF PEMBROKE PARK (1PBPFDD)

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Sort by: Employee Number

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.0000
Sick		9.2310	4.5000	42.7274	9,999,999.0000
Vacation		7.6900	0.0000	78.7940	9,999,999.0000

Employee Number	Employee Name	Program	Status
12800	LOUIS, JEFFERY J.	CDE-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	5.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		5.0000	8.0000	22.0000	9,999,999.9999
Sick		9.2310	24.0000	176.8084	9,999,999.9999
Vacation		11.5400	0.0000	280.0840	9,999,999.9999

Employee Number	Employee Name	Program	Status
13200	Mckine, Christopher	PRK-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.5000	9,999,999.9999
Sick		9.2310	0.0000	302.9934	9,999,999.9999
Vacation		15.3850	46.0000	186.7090	9,999,999.9999

Employee Number	Employee Name	Program	Status
13400	Mesa, Adrian	PRK-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	12.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		12.0000	0.0000	20.5000	9,999,999.9999
Sick		9.2310	9.2500	111.0134	9,999,999.9999
Vacation		15.3850	16.0000	122.7190	9,999,999.9999

PR Employee Leave Report (Detailed)

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Sort by: Employee Number

Employee Number	Employee Name	Program	Status
13600	Mohammed, Ashira A.	COM-ES	ACTIVE

Employee Number	Employee Name	Program	Status
13750	Flores, Misael	PRK-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	10.7700	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	16.0000	9.0000	9,999,999.9999
Sick		9.2310	0.5000	222.2774	9,999,999.9999
Vacation		10.7700	16.0000	182.5680	9,999,999.9999

Employee Number	Employee Name	Program	Status
13800	NEREUS, GARY	STW-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	10.0000	9,999,999.9999
Sick		9.2310	5.7500	405.5588	9,999,999.9999
Vacation		15.3850	0.0000	187.7180	9,999,999.9999

Employee Number	Employee Name	Program	Status
13950	Herrera, Jorge E.	PRK-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	8.0000	8.0000	9,999,999.0000
Sick		9.2310	0.0000	50.5394	9,999,999.0000
Vacation		7.6900	0.0000	70.6760	9,999,999.0000

PR Employee Leave Report (Detailed)

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Sort by: Employee Number

Employee Number	Employee Name	Program	Status
14100	RAMIREZ, JOSELINE D.	CDE-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.9999
Sick		9.2310	0.0000	89.2782	9,999,999.9999
Vacation		11.5400	0.0000	217.6080	9,999,999.9999

Employee Number	Employee Name	Program	Status
14350	Noel, Christian	FIN-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	1.2500	8.7500	9,999,999.0000
Sick		9.2310	17.7500	39.1224	9,999,999.0000
Vacation		7.6900	0.7500	94.6060	9,999,999.0000

Employee Number	Employee Name	Program	Status
14500	Price, Valerie	FIN-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	11.5400	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	16.2500	9,999,999.9999
Sick		9.2310	2.5000	123.5374	9,999,999.9999
Vacation		11.5400	0.0000	185.5180	9,999,999.9999

Employee Number	Employee Name	Program	Status
14560	Taubenfeld, Harry	FIN-RF	ACTIVE

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Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	8.0000	8.0000	9,999,999.0000
Sick		9.2310	8.0000	31.2324	9,999,999.0000
Vacation		7.6900	0.0000	41.6780	9,999,999.0000

Employee Number	Employee Name	Program	Status
15200	TISI, NICHOLAS M.	SEF-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	8.0000	0.0000	9,999,999.9999
Sick		9.2310	0.0000	31.8272	9,999,999.9999
Vacation		15.3850	52.0000	38.3920	9,999,999.9999

Employee Number	Employee Name	Program	Status
16000	WOODBURY, STEPHANIE M.	SEF-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	15.3850	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0800	9,999,999.9999
Sick		9.2310	20.2500	58.0456	9,999,999.9999
Vacation		15.3850	16.0000	160.0170	9,999,999.9999

Employee Number	Employee Name	Program	Status
16100	Myriam, Moise J.	PWS-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000

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S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	0.0000	8.0000	9,999,999.0000
Sick		9.2310	0.0000	77.0804	9,999,999.0000
Vacation		7.6900	28.0000	83.2040	9,999,999.0000

Employee Number	Employee Name	Program	Status
16300	Wallace, Timothy E.	PWS-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.0000	8.0000	11.0000	9,999,999.9999
Sick		9.2310	14.5000	139.4572	9,999,999.9999
Vacation		7.6900	80.0000	74.9780	9,999,999.9999

Employee Number	Employee Name	Program	Status
19000	Davis, Dierdre E.	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	7.7500	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		7.7500	0.0000	15.7500	9,999,999.0000
Sick		9.2310	0.0000	13.0018	9,999,999.0000
Vacation		7.6900	0.0000	59.9820	9,999,999.0000

Employee Number	Employee Name	Program	Status
19100	Reutlinger, Susan	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	5.0000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

PR Employee Leave Report (Detailed)

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Sort by: Employee Number

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		5.0000	0.0000	13.0000	9,999,999.0000
Sick		9.2310	0.0000	38.3114	9,999,999.0000
Vacation		7.6900	0.0000	49.6780	9,999,999.0000

Employee Number	Employee Name	Program	Status
19500	Segree, Orville A.	ADM-RF	ACTIVE

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued	Annual Limit	Next Accrual
HOLIDAY		Holiday	0.0000	Per period	0.0000	88.0000	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	0.5000	999,999.9999	0.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	9.2310	999,999.9999	0.0000
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	7.6900	999,999.9999	0.0000

Leave Totals

Leave Type	Shelter Code	Accrued	Used	Remaining	Max. Remaining
Holiday		0.0000	16.0000	72.0000	9,999,999.0000
Other		0.5000	1.2500	8.5000	9,999,999.0000
Sick		9.2310	0.0000	38.3114	9,999,999.0000
Vacation		7.6900	0.0000	49.6780	9,999,999.0000

Report Totals

Attached Codes

Code	Description	Type	Current Rate	Apply	Accrued
HOLIDAY		Holiday	0.0000	Per period	0.0000
PD	PERSONAL DAY	Other	1.0000	Per unit	61.0000
S1	Sick Leave Accrual	Sick	1.8462	Per period	267.6990
V1	Vacation Accrual 0 - 48 Months	Vacation	1.5380	Per period	99.9700
V2	Vacation Accrual 48-120 Months	Vacation	2.3080	Per period	103.0900
V3	Vacation Accrual 120+ Months	Vacation	3.0770	Per period	107.6950

Leave Totals

Leave Type	Accrued	Used	Remaining
Holiday	0.0000	464.0000	2,088.0000
Other	61.0000	140.5000	308.5400
Sick	267.6990	141.7500	3,602.4318
Vacation	310.7550	302.0000	3,451.8066

PR Employee Leave Report (Detailed)

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Sort by: Employee Number

Report Summary

Report Selection Criteria

Report Type: Detailed
Sort By: Employee Number
Status Type: Active
Skip employees without Leave Codes: No
Include subtotals: No
Vacation: Yes
Sick: Yes
PTO: Yes
Holiday: Yes
Compensation: Yes
Other: Yes
Page Break By Employee Number: No
Additional Filter: <None>

	Start	End
Employee Number:	Start	End
Employee Name:	Start	End
Program:	Start	End
Code:	Start	End
Status:	Start	End
Sort by UDF:	Start	End
Additional Filter:	Start	End

Disaster Relief Worksite Agreement

Please return the signed Worksite Agreement to:

**CareerSource Broward
2890 West Cypress Creek Road
Fort Lauderdale, FL 33309
Attn: Legal**

Disaster Relief Worksite Agreement

This Agreement is made between CAREERSOURCE BROWARD hereafter referred to as CSBD, and _____, hereafter called **EMPLOYER/HOST WORKSITE**. The parties agree that the **EMPLOYER** shall supervise and provide work assignments to Temporary Employees made available through a federal U.S. Department of Labor Disaster Relief grant to CSBD to assist with Disaster Recovery efforts. The number and type of disaster relief workers have been specified by **EMPLOYER** below. Disaster Relief Workers shall be referred by a staffing company under contract with CSBD to serve as the Employer of Record for the Temporary Disaster Relief employees. Prior to disaster relief worker assignment, Employer/Host Worksite will be asked to submit job orders to CSBD for each subsidized position they are requesting. The job order outlines the worker's duties, work hours and schedule, worksite location, and wage rate. Employer/Host Worksites will be required to adhere to the job order information submitted,

EMPLOYER/ HOST WORKSITE ENTITY INFORMATION	Name:	
	Federal Employer ID Number (FEIN)	
	Address	
	City, State, Zip Code	
	Telephone Number	
	Contact Person	
	Collective Bargaining Agent (If Applicable)	
Worksite is: ☐ Government ☐ Private Nonprofit		

	WORKSITE POSITION TITLES	NUMBER OF POSITIONS	SUPERVISOR'S NAME
WORKSITE INFORMATION			
Attach Additional Sheets if Necessary			

Employer/Host Worksite Authorized Representative Signature Must be an authorized signatory	Type/Print Name	Title	Date
CSBD Authorized Representative Signature	Type/Print Name	Title	Date

Worksite Agreement – General Assurances

1. **AUTHORITY:** This Agreement is executed pursuant to the Workforce Innovation and Opportunity Act, 29 U.S.C. 2801, *et seq.*, as amended ("WIOA"), and Final Regulations, 20 C.F.R. Part 652, *et al.*
2. **WORK DESCRIPTION:** An individual served under this Agreement will be referred to as a Temporary Worker. A Job Order listing the duties for each Temporary Employee assigned to Employer under this Agreement. Temporary Employee may not begin work until this Agreement is signed. CSBD and EMPLOYER shall agree on the process for collection of timesheets and submission to the staffing company serving as the Employer of Record.
3. The EMPLOYER agrees that the Temporary Worker:
 - (1) Shall not work in excess of 6 months.
 - (2) Wages which are determined by the EMPLOYER shall be paid by the Employer of Record. Wages shall be comparable to wages paid to other employees with commensurate skills and experience.
4. Each EMPLOYER Worksite supervisor shall be provided a Supervisor Orientation for the program.
5. The EMPLOYER shall provide the DREP participant with an orientation to the requirements of the job, work rules, expectations, hours of work, and any other special requirements of the EMPLOYER.
6. The EMPLOYER will provide a sufficient quantity of work to fully occupy the Temporary Worker.
7. The EMPLOYER Worksite shall notify CSBD and the Employer of Record Contact provided to EMPLOYER of Temporary Employee terminations.
8. The EMPLOYER agrees to provide the instruction, supervision of employees, equipment tools, etc. that are necessary for the Temporary Employees to perform their job duties.
9. The EMPLOYER will agree to absorb all financial liability for any costs that may result from damage caused by the Temporary Employees in the performance of their duties.
10. The EMPLOYER will ensure that accurate time and attendance records are completed on a daily basis and that the hours recorded will only reflect the hours the Temporary Employees worked.
11. The EMPLOYER will treat the Temporary Employees in the same manner as other employees in regards to workplace requirements including disciplinary actions.
12. The EMPLOYER will ensure that the tasks assigned to the Temporary Workers are for the purposes of repair as a result of the disaster and are performed within the disaster area.
13. The EMPLOYER will notify the CSBD and the staffing company contact provided to EMPLOYER when all tasks have been completed at the Worksite.
14. The EMPLOYER will ensure that the Temporary Employees will not be involved in any sectarian or political activities.
15. The EMPLOYER will retain an "Emergency Contact" form for each Temporary Employee.
16. The EMPLOYER will retain all tools purchased for the program through the end of the project.
17. **MONITORING:** The employer agrees to allow CSBD, the Florida Department of Economic Opportunity, the U.S. Department of Labor, to monitor the Worksite to ensure compliance with rules and regulations.
18. **EMPLOYEE DISPLACEMENT/REPLACEMENT:** Temporary Employees shall not displace (including a partial displacement, such as a reduction in the hours of non-overtime work, wages, or employment benefits) any currently employed employee (as of date of participation). Temporary Workers may not be employed in or assigned to a job if:
 - (1) Any other individual is on layoff from the same or any substantially equivalent job;
 - (2) The employer has terminated the employment of any regular, unsubsidized employee or otherwise caused an involuntary reduction in its workforce with the intention of filling the vacancy so created with CSBD funded Temporary Employees; or
 - (3) The job is created in a promotional line that infringes in any way on the promotional opportunities of current employed workers.
- 4) Regular employees and Temporary Employees alleging displacement may file a complaint under the applicable grievance procedures found at 20 C.F.R. Part 667.600. (WIOA Section 181)
19. **WORKERS COMPENSATION:** The Staffing Company, engaged by CSBD to serve as the Employer of Record, for the Temporary Employees is responsible for job related injuries to the Temporary Employees and will provide insurance through Workers Compensation. The EMPLOYER/Worksite supervisor MUST contact CSBD and the Staffing Company contact provided to EMPLOYER immediately upon the occurrence of a workplace injury to a Temporary Employees and shall also complete the necessary forms.
20. **HEALTH AND SAFETY:** Temporary Employees employed or trained in inherently dangerous occupations shall be assigned to work in accordance with reasonable safety practices.
21. The EMPLOYER agrees to maintain sanitary facilities, safe working conditions, within a drug-free workplace and compliance with the OSHA and Child Labor Laws and age laws of the Fair Labor Standards Act (FLSA) provided to the employer by the staffing agency.
22. **INAPPROPRIATE ACTIVITIES:** The EMPLOYER will not place Temporary Employees in unapproved activities. If Temporary Employees are assigned to unapproved activities, they shall be subject to immediate removal from the worksite.
23. **NEPOTISM:** No Temporary Employee may be placed in an employment activity when a member of that person's immediate family is directly supervised by or directly supervises that individual.
24. **UNION COMPLIANCE:** The EMPLOYER ensures this Temporary Employment will not impair existing contracts for services or collective bargaining agreements. When a program or activity authorized under Title 1 of WIOA would be inconsistent with a collective bargaining agreement, the appropriate labor organization and employer must provide written concurrence before the program or activity begins. (29 C.F.R. Part 667.270(b))
25. **DISCLOSURE OF CONFIDENTIAL INFORMATION:** The EMPLOYER agrees to maintain the confidentiality of any information regarding applicants and trainees, or their families, which may be obtained through application forms, interviews, tests, and reports from public agencies, counselors or any other sources.
26. **EQUAL OPPORTUNITY:** The EMPLOYER agrees not to discriminate against any Temporary Employees because of age, race, creed, color, religion, political belief or affiliation, sex, national origin, ancestry or disability. The EMPLOYER further agrees that it will take affirmative action to ensure that Temporary Employees are treated without discrimination during employment, upgrading, demotion or transfer, recruitment or recruitment advertising; layoff or terminations; rates of pay or other forms of compensation and selection for training, including apprenticeship. (WIOA Section 188)
27. **AMERICAN WITH DISABILITIES ACT:** The EMPLOYER shall comply with the Americans with Disabilities Act of 1991, Public Law 101-336, or as amended and associated code of federal regulations published in the Federal Register as applicable to the EMPLOYER directly or indirectly as recipients of grant funds from the State of Iowa.
28. The EMPLOYER will perform its duties in accordance with the Workforce Innovation and Opportunity Act and the regulations, procedures and standards promulgated there under, as well as any subsequent legislation, regulations, procedures and standards enacted in substitution or in addition thereto.
29. **RELATIONSHIP OF PARTIES:** The EMPLOYER is not the agent of CSBD for any purpose pursuant to this Agreement and will make no representation of any such agency. In agreeing to employ and provide training for Temporary Employees, the EMPLOYER understands that this does not make the Temporary Employees an employee or agent of the CSBD.
30. **TERMINATION OF AGREEMENT:** CSBD may terminate, effective immediately, performance of work under this Agreement if, for any reason, CSBD determines that such termination is in the best interest of the program. CSBD may also cancel this Agreement if it determines that the EMPLOYER has failed to comply with any of the other provisions contained in the Agreement or any other program requirement.
31. **AVAILABILITY OF FUNDS:** This Agreement is predicated on the continuing availability of funds from the Florida Department of Economic Opportunity through the United States Department of Labor.

Acknowledgement: I have received the above information. Employer's Initials: _____ Date: _____

RESOLUTION NO. 2020-008

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO A DISASTER RELIEF WORKSITE AGREEMENT WITH CAREERSOURCE BROWARD; AUTHORIZING THE TOWN MANAGER TO DETERMINE THE NUMBER OF TEMPORARY EMPLOYEES REQUIRES AND TO EXECUTE AND DELIVER THE AGREEMENT AND RELATED DOCUMENTS FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, CAREERSOURCE BROWARD (“CSBD”) through the U.S. Department of Labor Disaster Relief grant to CSBD has developed a program to provide temporary disaster relief employees to local governments to assist recovery efforts following a natural disaster; and

WHEREAS, the Town may enter into a Disaster Relief Worksite Agreement (“Agreement”) with CSBD to allow the Town to obtain temporary employees from CSBD to assist in disaster recovery efforts; and

WHEREAS, under the Agreement the Town will be responsible to determine the number of temporary employees required, the type of skills and qualifications required for each temporary employee, to pay the wages of temporary employees, and additional duties as fully set out in the Agreement; and

WHEREAS, the Town Commission has determined that it is in the Town’s best interest to participate in the temporary employee program following a natural disaster; and

WHEREAS, the Town Commission intends to confer the authority on the Town Manager to determine the number of employees required by the Town following a natural disaster and the type of skills and qualifications required for each temporary employee.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE

TOWN OF PEMBROKE PARK, FLORIDA:

Section 1: That the above referenced recitals are true and correct and are incorporated in this Resolution by reference herein.

Section 2: That the Town is authorized to make and enter into the Disaster Relief Worksite Agreement with CAREERSOURCE BROWARD for temporary employees to assist the Town following a natural disaster, said Agreement being on file with the Town Clerk and by reference made a part hereof.

Section 3: That the Town Manager is given the authority to determine the number of employees required by the Town following a natural disaster and the type of skills and qualifications required for each temporary employee, and to execute and deliver the Disaster Relief Worksite Agreement and related documents in the event the Town Manager determines it is necessary to utilize the temporary employees for disaster relief efforts.

Section 4: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 5: That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED, this 8th day of January, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

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RESOLUTION NO. 2020-015

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO A LEGAL REPRESENTATION AGREEMENT WITH SNIFFEN & SPELLMAN, P.A.; AUTHORIZING THE MAYOR TO EXECUTE SAID AGREEMENT FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Commission desires to retain the services of Sniffen & Spellman, P.A. regarding the Employment Agreement with Agatha Muse-Salters; and

WHEREAS, it is necessary for the parties to enter into a written agreement setting forth the terms and conditions and compensation for the representation of the Town by Sniffen & Spellman, P.A.

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

Section 1: That the Town is authorized and directed to execute and deliver the Legal Representation Agreement between the Town of Pembroke Park and Sniffen & Spellman, P.A. relating to advice and counsel regarding separation of Agatha Muse-Salters, said Agreement being on file with the Town Clerk and by reference made a part hereof.

Section 2: That the Mayor is hereby authorized and directed to execute and deliver said Agreement for and on behalf of the Town.

Section 3: That all Resolutions or parts of Resolutions in conflict herewith be and the same are superseded to the extent of such conflict.

Section 4: That this Resolution shall be in force and take effect upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

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SNIFFEN & SPELLMAN, P.A.

123 NORTH MONROE STREET • TALLAHASSEE, FL • 32301

PHONE: 850.205.1996 • FAX: 850.205.3004

WWW.SNIFFENLAW.COM

February 4, 2020

CONFIDENTIAL
ATTORNEY-CLIENT PRIVILEGED INFORMATION

VIA ELECTRONIC MAIL: amohammed@townofpembrokepark.com

The Honorable Ashira Mohammed
Mayor, Town of Pembroke Park
3150 S.W. 52 Avenue
Hollywood, FL 33023

Re: Representation

Dear Mayor Mohammed:

Thank you for contacting me and allowing my Firm the opportunity to represent the Town of Pembroke Park with regards to the separation from employment of Agatha Muse-Salters. Attached with this letter, please find a legal representation agreement setting forth the terms of our representation. If the terms are agreeable, please execute the agreement and scan and email it back to me.

As the agreement sets out, Elmer Ignacio and Molly Shaddock may assist me in this representation. Together, we believe we can provide advice and counsel regarding Ms. Muse-Salters' contract, assist with completing any obligations of the Town required under that contract, and advise the Town Commission as needed.

If after reading this letter or at any time during our representation you have any questions or concerns about anything, please do not hesitate to contact me or, in my absence, any of the other members of the team listed above. For your convenience, my cell phone number is 850-545-2974.

Again, we look forward to working with you and thank you for the opportunity.

Very truly yours,



Michael P. Spellman

MPS/gj
Enclosure

1/6/2020

FMIT EPL MRA - Entries

Status: **Reviewed**

Entry #: 46

Date Submitted: 12/23/2019 4:16 PM

Member Representation Agreement—Employment Law Legal Advice Service

As a Member of the Florida Municipal Insurance Trust (FMIT) that has purchased coverage for Employment Practices Liability (EPL) through FMIT, the Member is granted access to limited Employment Law Legal Advice Services free of charge (EPL Services). EPL Services will consist of legal advice provided by a licensed Florida attorney from the law firm of Sniffen & Spellman, P.A. (the Firm). FMIT has chosen the Firm based on its experience representing only management in EPL matters as well as the Firm's significant experience in legal issues in the public-sector.

A Member that utilizes EPL Services shall enjoy an attorney/client relationship with the Firm, **subject to one important exception: The Firm may share with FMIT or its agent, at FMIT's discretion, any and all communications between the Firm and the Member related to any matter covered by the EPL Services.**

In addition, the following terms and conditions apply to all EPL Services:

- Members that have purchased EPL coverage through FMIT may speak with an Attorney at the Firm on week days from 9am to 5pm (Eastern Standard Time) to receive counsel and advice on a wide range of employment issues, including hiring, discipline, promotion/demotion, transfer, reassignment, layoff, termination, or complaints of discrimination, harassment, unfair treatment, or retaliation under any state or federal law, including, but not limited to:
 - o Americans with Disabilities Act (ADA)
 - o Age Discrimination in Employment Act (ADEA)
 - o Florida Civil Rights Act
 - o Title VII of the Civil Rights Act of 1964
 - o Rehabilitation Act of 1973
 - o Occupational Safety and Health Act
 - o Fair Labor Standards Act
 - o 42 U.S.C. § 1983
 - o Family and Medical Leave Act of 1993
 - o Florida's Workers' Compensation Anti-retaliation provisions
 - o Florida Public Whistle-blower's Act
 - o Florida Equal Pay Law
- **EPL Services/ legal advice may be obtained only by persons serving in an executive, supervisory, management or elected role at the Member's organization including a human resources representative, City Manager, Risk Manager, City Clerk, or City Attorney.**
- By using EPL Services, the Member acknowledges that the Firm cannot make guarantees regarding the disposition of any phase of the matter or matters for which it is being consulted. All expressions by the Firm relative to the matter for which the Firm is consulted are opinions of the Firm, and not of FMIT or its agents.
- The cooperation of the Member with the Firm is essential. The Member's full and honest disclosure to the Firm of all facts will be essential for the rendering of proper advice and service.
- The Member's cooperation includes furnishing the Firm with all requested documents, including policies, procedures, and personnel-related documents which the Firm deems relevant to the advice sought by the Member. Member cooperation may also include making available for interview relevant human resources or management personnel.

The Member acknowledges and understands:

- The counsel and advice is not a substitute for legal advice provided by Member's appointed Attorney.
- The EPL Service is only available for questions and advice regarding episodic or short-term matters for which a personnel-related management action is contemplated or taken; it is not intended for an ongoing matter, regardless of whether the matter is in litigation.
- The EPL Service is not a substitute for legal advice provided by defense counsel assigned by FMIT or its agent in connection with any matter insured by FMIT.
- The Firm is not responsible if different legal counsel or advice becomes needed during the duration of the representation with Members.
- The Firm will not engage in any communication with anyone but the Member's representative, including any adverse or potentially adverse party or that party's counsel.
- The Firm will not provide counsel as to any coverage, lack of coverage, or excluded coverage under the Member's FMIT policy.
- The Member acknowledges and understands FMIT may at any time: limit or eliminate the EPL Services; restrict the legal issues covered; or otherwise modify the services due to misuse, overuse or abuse.

IMPORTANT

THIS IS A SERVICE PROVIDED BY FMIT FOR THE BENEFIT OF ITS INSURED MEMBERS. BY USING THIS SERVICE, THE MEMBER UNDERSTANDS VOLUNTARILY ACKNOWLEDGES AND CONSENTS TO SNIFFEN & SPELLMAN, P.A. SHARING ANY COMMUNICATIONS BETWEEN IT AND THE MEMBER WITH FMIT OR ITS AGENT.

FMIT Member Name
Town of Pembroke Park

Acknowledged by
Ashira Mohammed

Title
Mayor

Date
12/23/2019

By clicking the submit button you agree to the terms and conditions stated above.

LEGAL REPRESENTATION AGREEMENT

The undersigned, **TOWN OF PEMBROKE PARK** ("client"), does hereby retain and employ **SNIFFEN & SPELLMAN, P.A.**, ("the law firm"), to represent it in the following matter:

ADVICE AND COUNSEL REGARDING SEPARATION OF AGATHA MUSE-SALTERS

This document sets forth the agreement concerning the representation of the client by the law firm in these matters only.

ATTORNEYS' FEES

1. The client agrees to pay all attorney's fees and costs incurred. Attorney's fees records will be computed on an hourly basis for time that is devoted to the representation. It is often impossible to determine in advance the amount of time that will be needed to complete a matter. The law firm shall use its best judgment to determine the amount of time and nature of the services to be performed in the client's best interest. The law firm will keep the client informed of the time devoted to its representation. The client shall pay the firm based upon the following hourly rates:

Attorney Initials	Name	Hourly Rates
MPS	Michael P. Spellman	\$ 275.00
ECI	Elmer C. Ignacio	\$ 225.00
MLS	Molly L. Shaddock	\$ 225.00

2. The hourly rate shall include, but is not limited to, time spent for conferences, on the telephone, drafting documents, in negotiations, conducting legal research, depositions and other discovery matters, court appearances, electronic mail transmissions, or any other activity reasonably related and necessary to the scope of the law firm's representation. At this time, the litigation team assigned to this case will consist of: Michael P. Spellman, Elmer C. Ignacio, and Molly L. Shaddock; however, it may be necessary to utilize other Firm lawyers for various tasks.

3. The law firm will bill the client on a monthly basis and the client will pay the law firm in full for all attorney's fees and costs incurred by the law firm no later than 30 days from the date of the law firm's invoice. Statements for services and costs shall be submitted via-electronic mail to Marlen D. Martell, townclerk@townofpembrokepark.com, unless instructed otherwise by the Client.

Client shall remain fully responsible for the payment of all attorney's fees and

costs incurred by the law firm regardless of any right to reimbursement, insurance defense proceeds or indemnification the client may have.

COSTS AND EXPENSES

4. The client agrees to pay all costs and expenses incurred by the law firm. The law firm is authorized to pay and incur expenses on behalf of the client. Costs normally include, but are not limited to: long distance telephone calls, removal expenses, photocopies, out-of-town travel expenses, mileage for travel, postage, expert witness fees and costs, filing fees, computer research expenses and other expenses reasonably required to be expended and arising out of the law firm's representation. Charges will not be billed for facsimile transmissions.

MUTUAL REPRESENTATIONS

5. The client has the right to terminate the representation of the law firm at any time. In the event of such termination, the client shall pay the law firm for fees and costs incurred through the date of such termination. The law firm shall have the right to withdraw from the representation if the client does not make payments required by this agreement, if the client has misrepresented or failed to disclose material facts to the law firm, if the client is uncooperative, if irreconcilable difference is present, if the client fails to follow the law firm's advice and/or for any other legally permissible reason. Upon the occurrence of any of these events, the client will execute such necessary documents as will permit the law firm to withdraw.

IN THE EVENT THERE ARISES A DISPUTE BETWEEN THE CLIENT AND THE LAW FIRM REGARDING ATTORNEY'S FEES AND COSTS INCURRED DURING THE REPRESENTATION, THE CLIENT AND THE LAW FIRM MUTUALLY AGREE TO SUBMIT TO ARBITRATION OF THEIR CONTROVERSY CONCERNING THE LEGAL FEES AND COSTS CHARGED BY THE LAW FIRM. THE PARTIES HAVE THEREBY AUTHORIZED A DULY APPOINTED ARBITRATION PANEL OF THE FLORIDA BAR TO ACT AS ARBITRATOR(S) AND TO PROCEED TO HEAR ANY SUCH DISPUTE PURSUANT TO THE SUPREME COURT RULE REGULATING THE FLORIDA BAR -- CHAPTER 14, (FEE ARBITRATION RULE), RULES OF PROCEDURE FOR A FEE ARBITRATION PROCEEDING AND CHAPTER 682, FLORIDA STATUTES. THE MEMBERS OF THE ARBITRATION PANEL SHALL BE VESTED WITH ALL THE POWERS AND SHALL ASSUME ALL THE DUTIES GRANTED AND IMPOSED UPON ARBITRATORS BY FLORIDA LAW. THE PARTIES ALSO AGREE THAT JUDGMENT MAY BE ENTERED ON THE AWARD IN ANY COURT OF COMPETENT JURISDICTION IN THE STATE OF FLORIDA AND, THEREFORE, ANY AWARD RENDERED SHALL BE BINDING.

6. The client acknowledges that the law firm has not made guarantees

regarding the disposition of any phase of the matter or matters for which it has been retained. All expressions relative to the matter for which the law firm has been retained are opinions of the law firm.

7. The provisions of this agreement shall apply only to the matters set forth above and unless otherwise specifically provided.

8. The cooperation of the client with the law firm is essential. The client must keep the law firm informed immediately of any changes of address, phone number, employment and circumstances. Full disclosure to the law firm of all facts is essential to enable proper representation. The Client must promptly fill out, execute and/or return all papers sent to client such as interrogatories, requests for information, requests for documents, etc.

9. **IMPORTANT NOTICE REGARDING EMAIL COMMUNICATION:** With changes in technology, the law firm is aware that email is a common method of communication; however, please keep in mind the following: (a) clients should never use computers maintained or monitored by others (e.g., work; public computers) when communicating about sensitive or attorney-client matters; (b) incoming emails may not be read immediately, because the intended recipient may be out of the office or otherwise unavailable; if your email communication is time-sensitive, please call our office to ensure we are aware of your email; and (c) the Firm uses automated filters to block viruses and unwanted emails. It is possible the Firm's network may not recognize your email address and prevent your emails from being properly delivered. Please call our office if we have not responded to your email within a reasonable time or if the matter is time-sensitive.

10. Either party may, from time to time, request changes in the scope of the services to be performed under this agreement. Such changes, which are mutually agreed upon by and between the client and the law firm, shall be incorporated in written amendments to this agreement.

11. This agreement, including any attachments, embodies the entire agreement of the parties. There are no other provisions, terms, conditions, or obligations. This agreement supersedes all previous oral or written communications, representations or agreements on this subject.

NOTICE: This agreement contains provisions requiring arbitration of fee disputes. Before you sign this agreement you should consider consulting with another lawyer about the advisability of making an agreement with mandatory arbitration requirements. Arbitration proceedings are ways to resolve disputes without use of the court system. By entering into agreements that require

arbitration as the way to resolve fee disputes, you give up (waive) your right to go to court to resolve those disputes by a judge or jury. These are important rights that should not be given up without careful consideration.

The client has read and fully understands this agreement, and executes it voluntarily. By signing below, the individual executing this agreement on the client's behalf acknowledges and represents that he or she has full authority to enter into this agreement on behalf of the client.

Read, Approved and Accepted on this _____ day of _____, 2020.

TOWN OF PEMBROKE PARK

Law Firm – Sniffen & Spellman, P.A.

By: _____

MICHAEL P. SPELLMAN

Its: _____

Date

Date

TOWN OF PEMBROKE PARK
 3150 SW 52ND AVENUE
 PEMBROKE PARK, FL 33023
 Phone: (954) 966-4600 Fax: (954) 961-4760

Purchase Order

Purchase Order No. 0305398
 Vendor Number 31544
 Vendor Ph/Fax: (407) 221-7600 / (813) 359-5476

To

Stingray Chevrolet
 2002 N. Frontage Park
 Plant, FL 33563

Ship to

TOWN OF PEMBROKE PARK
 3150 SW 52ND AVENUE
 PEMBROKE PARK, FL 33023

PO Date	Ship Via	F.O.B.		Terms	
01/30/2020					
Buyer Name	Freight Type	Expected Date	Vendor Contact	Remarks	Tax
FINANCE DE	Added	01/30/2020	Peter Popiel		0.00%

Quantity	Vendor Stock #	Description	Unit Cost	Extended
1.00		2020 Chevrolet Traverse LS for Asst. Town Manager	\$27,715.0000	\$27,715.00
			Sub Total	\$27,715.00
			Discount	0.00
			Freight	0.00
			Sales Tax	0.00
			Total	\$27,715.00
Authorized Signature: 			ATM 1/31/2020	

RUSH ORDER (1) VEHICLE

PO#: _____
Date: _____

Town of Pembroke Park
Purchase Order Requisition/Check Request

PURCHASES OF ALL MERCHANDISE AND SERVICES IN EXCESS OF \$500 MUST BE APPROVED BY THE TOWN COMMISSION

SECTION 1

PURCHASE ORDER REQUISITION No. _____ REQUISITION DATE 01/30/2020

BIDS REQ'D: _____ RECEIVED: _____

PURPOSE OF PURCHASE: New Town Vehicle
(ASST. TOWN MANAGER)

VENDOR NAME/NUMBER: Stingray Chevrolet

DELIVERY DATE: UNDER 60 DAYS FREIGHT TERMS: _____

METHOD OF SHIPMENT: _____

PAYMENT TERMS: _____

PO AMOUNT: \$ 27,715.00

ACCOUNT NUMBER	QTY	ITEM DESCRIPTION	UNIT COST

SECTION 2

CHECK REQUEST No. _____

REQUEST DATE: _____

DATE CHECK NEEDED: _____

PURPOSE OF CHECK REQUEST: _____

VENDOR: _____

INVOICE #: _____

PO#/DESCRIPTION: _____

CHECK AMOUNT: _____

LINE DESCRIPTION	QTY	COST/UNIT	DISC AMT	ACCOUNT NUMBER
	1			

SECTION 3

APPROVALS

Department Head <i>[Signature]</i> <u>ATM 1/30/2020</u> Date	Clerk Commissioner/Commissioner Date
Town Manager <i>[Signature]</i> <u>ATM 01/30/2020</u> Date	Commission Approval Date
Person Submitting Form Ramonda Greene 01/30/2020 Date	Finance Department <i>[Signature]</i> <u>1-30-2020</u> Date

PBPPOR-0201

AUGUST 1, 2019

SPECIAL COMMISSION MEETING

Mayor Mohammed asked Ms. Agatha Muse-Salters to introduce herself. Modifications to the contract were discussed.

A RESOLUTION OF THE TOWN OF PEMBROKE PARK, FLORIDA: AUTHORIZING THE TOWN TO MAKE AND ENTER INTO AN EMPLOYMENT AGREEMENT WITH AGATHA-MUSE SALTERS TO SERVE AS THE TOWN MANAGER OF THE TOWN OF PEMBROKE PARK, FLORIDA: AUTHORIZING THE MAYOR AND CLERK-COMMISSIONERS TO EXECUTE SAID EMPLOYMENT AGREEMENT FOR AND ON BEHALF OF THE TOWN: SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE - ATTORNEY RYAN

A motion by Vice Mayor Clark, seconded by Commissioner Jacobs, to adopt the Resolution, was carried as follows:

VICE MAYOR CLARK	YES
CLERK COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	NO
MAYOR MOHAMMED	YES

In response to questioning by Mayor Mohammad, Attorney Ryan stated that Interim Newell Daughtry's salary shall be prorated based on a forty (40) hour work week on the hours worked. The discussion continued.

Motion was made by Vice Mayor Clark seconded by Clerk Commissioner Cohen in regards to a non-agenda item, was carried out as follows:

VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
CLERK COMMISSIONER JACOBS	YES
MAYOR MOHAMMED	YES

MOTION FOR A NON-AGENDA ITEM:

Motion was made by Vice Mayor Clark seconded by Clerk Commissioner Cohen in regards to the Assistant Town Manager Salary will be prorated on a forty (40) hour work week to the hours worked.

VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
CLERK COMMISSIONER JACOBS	YES
MAYOR MOHAMMED	YES

Motion was made by Commissioner Jacobs seconded by Vice Mayor Clark to purchase the Town Manager and Assistant Town Manager an identical vehicle different color for the Town.

AUGUST 1, 2019

SPECIAL COMMISSION MEETING

CLERK COMMISSIONER JACOBS	YES
VICE MAYOR CLARK	YES
COMMISSIONER COHEN	NO
MAYOR MOHAMMED	YES

Previous Motion was amended by Clerk Commissioner Jacobs seconded by Vice Mayor Clark to \$ 750.00 a month car allowance until the Town purchases a vehicle

CLERK COMMISSIONER JACOBS	YES
VICE MAYOR CLARK	YES
COMMISSIONER COHEN	NO
MAYOR MOHAMMED	YES

Agatha Muse-Salters thanked the Commissioners.

COMMENTS FROM THE BOARD:

Commissioner Geoffrey Jacobs stated that the lights are still out on SW 30th Ave. In response to questioning by Commissioner Jacobs, Mr. Larson stated that they have been working on them on the North side between Hallandale and Pembroke Rd. They started working on the South side and that parts have been ordered. Mr. Louis stated that he drove around and verified that the lights were working. Mayor Mohammad requested if the Town can resurface 30th Ave. The discussion continued.

Since there was no further business, Commissioner Cohen made a motion to adjourn the meeting. The Motion was carried unanimously by voice vote and the meeting was adjourned at 8:49P.M.

Muse Salters

- a. Special Commission Meeting 8-1-19 - Amended Draft Minutes 700
- b. Special Commission Meeting 8-12-19 - Amended Draft Minutes
- c. Special Commission Meeting - Budget - Presented at Meeting
- Special Commission Meeting 8-12-19 - AMENDED DRAFT MINUTES
- Special Commission Meeting 8-1-19 - AMENDED DRAFT MINUTES 700
- 170906 - SPECIAL COMMISSION MEETING - BUDGET - Presented at meeting

9-6-2019

SAMPLE OF ACTION MINUTES - Presented at the Meeting

- 12. DISCUSSION: Policy and Procedures - Town Manager Muse - Salters/Attorney Ryan

a. Rules of Procedure

RULES OF PROCEDURE

- 13. DISCUSSION: Pembroke' Park Cares 501 (c) 3 Update - Attorney Ryan

- 14. RESOLUTION NO. 19-10-01: A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, SUSPENDING ADMINISTRATIVE SERVICES DIRECTOR DEPUTY TOWN CLERK NATASHA JOSEPH; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE. - Attorney Ryan

Resolution 19 10-01

- V. COMMISSIONER COMMENTS
- VI. ATTORNEY COMMENTS
- VII. TOWN MANAGER / PERSONNEL COMMENTS
- VIII. EMERGENCY ITEMS

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION OF THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED A RECORD OF THE PROCEEDINGS AND, FOR SUCH PURPOSE, MAY NEED TO INSURE 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 CLERK'S OFFICE AT 954-664-4800 AT LEAST TWO CALENDAR DAYS PRIOR TO THE MEETING. IF YOU ARE HEARING OR SPEECH IMPAIRED, PLEASE CONTACT THE FLORIDA RELAY SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD)

SPECIAL COMMISSION MEETING OF THE TOWN OF PEMBROKE PARK

THURSDAY, AUGUST 1, 2019 – 7:00 P.M.

AMENDED AGENDA

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

1. DISCUSSION: Town Manager Employment Agreement – Mayor Mohammed/ Attorney Ryan
2. DISCUSSION: Agriculture Education and Promotion Facility Funding and 2019-20 Legislative Appropriations – Vice-Mayor Clark/Public Services Director Larson
3. DISCUSSION: Back to School Giveaway – Mayor Mohammed
4. DISCUSSION: Global Positioning System Agreement – Mayor Mohammed

ANY PERSON WHO DECIDES TO APPEAL ANY DECISION OF THE TOWN COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING WILL NEED TO INSURE 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 CLERK'S OFFICE AT 966-4600 AT LEAST TWO CALENDAR DAYS PRIOR TO THE MEETING. IF YOU ARE HEARING OR SPEECH IMPAIRED, PLEASE CONTACT THE FLORIDA RELAY SERVICE BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD).

SPECIAL MEETING OF THE TOWN OF PEMBROKE PARK
THURSDAY AUGUST 1, 2019 - 7:00 PM

AGENDA

CALL TO ORDER - 7:06 P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:	MAYOR:	ASHIRA MOHAMMED
	VICE MAYOR:	HOWARD P. CLARK, JR.
	CLERK-COMMISSIONER:	GEOFFREY JACOBS
	COMMISSIONER:	GEORGINA COHEN
	TOWN ATTORNEY:	CHRISTOPHER J. RYAN
	ASSISTANT TOWN ATTORNEY:	MICHAEL SIGERSON
	INTERIM ASSISTANT TOWN	
	MANAGER:	NEWELL J. DAUGHTREY
	PUBLIC SERVICES DIRECTOR:	TODD LARSON
	CODE ENFORCEMENT OFFICER:	JEFFREY LOUIS
	ADMIN SERVICES DIRECTOR/	
	DEPUTY TOWN CLERK:	NATASHA JOSEPH
	ASSISTANT TO THE DEPUTY	
	TOWN CLERK:	SUSAN REUTLINGER
ABSENT:	COMMISSIONER	REYNOLD DIEUVEILLE

Ms. Joseph announced that Commissioner Dieuville was excused.

2. DISCUSSION: Agriculture Education and Promotion Facility Funding and 2019-20 Legislative Appropriations - Vice Mayor Clark/Public Services Director Larson

Vice Mayor Clark announced that there was a grant available to improve the food forest by renovating the building, wellness center, kitchen, linear walkway and brining the bathrooms up to ADA standards. Vice Mayor Clark requested a motion to allow Mr. Larson to obtain three (3) bids, offers, or proposals to do drawings for the grant and the appropriations. In response to clarification by Vice Mayor Clark, Attorney Ryan stated that Vice Mayor Clark was seeking proposals to obtain architectural drawings necessary to make improvements at the Oglesby Community Center; also the site plans for improvements of the food forest walkway. Discussion continued.

Vice Mayor Clark made a motion, that we authorize Mr. Larson to get proposals for architectural drawings and whatever is needed for the Florida Department of Agriculture Grant; in addition whatever is needed for the 2019/20 Legislative Session application.

In response to questioning by Commissioner Jacobs, Vice Mayor Clark stated that this agricultural grant will be used to improve the building and the walkway (trail), also will improve the food forest. In response to questioning by Commissioner Jacobs, Mr. Larson stated that yes; this grant can be used for building improvements. The discussion continued. Clerk-Commissioner Jacobs seconded the motion.

AUGUST 1, 2019

Mayor Mohammad questioned the usage of drones to take aerial photos for the LBRs (Legislative Budget Request). She explained that these aerial photos are an integral part of the visual presentation in order to obtain funding from the Legislature. Mayor Mohammed requested the status on the other 19 LBRs. Discussion continued.

Roll call, regarding obtaining three (3) proposals for the drawings for the food forest walkway and improvements to the wellness center, continued as follows:

VICE MAYOR CLARK	YES
CLERK-COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Mayor Mohammed passed the gavel to Vice Mayor Clark and then Mayor Mohammed made a motion that authorize staff to get paperwork together for the nineteen (19) other LBRs including going out to bid for drones, aerial, etc. to present complete packets to legislature in a timely manner. Clerk-Commissioner Jacobs seconded the motion and it was carried as follows:

MAYOR MOHAMMED	YES
CLERK-COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
VICE MAYOR CLARK	YES

Mayor Mohammad requested that these items be presented to the Commissioners in order to give input on what Capital Improvements Projects they would like to see in the budget this year. Mr. Larson suggested putting it on the Workshop for next week. Interim Assistant Town Manager Daughtrey stated that staff will put a list together and will review it with each Commissioner and obtain additional information in order to present a complete list at the Workshop. Discussion continued.

3. DISCUSSION: Back to School Giveaway- Mayor Mohammed

Mayor Mohammed requested that the Commission approve the expenditure of additional funds for the Back to School Giveaway. According to the receipts \$4,500.00 was spent; however the budget reflects \$3,507.00. Mayor Mohammed gave a brief breakdown of the expenditures. Discussion continued.

Mayor Mohammed entertained a motion for the book bags. Vice Mayor Clark made a motion that we authorize \$1,508.60 and it was seconded by Clerk-Commissioner Jacobs.

In response to questioning by Commissioner Cohen, Mayor Mohammad explained that we have a total of 510 book bags and reassured the Commission that school supplies are for Pembroke Park Residents only. And proof of residency is verified by Driver's License and Utility Bills.

AUGUST 1, 2019

Reported that the 144 small book bags are for children under 8 years old and 366 big solid book bags are for children older and the Town's logo will be screen printed on the bags. Discussion continued. Mayor Mohammed request that funds be reallocated to the Back to School Giveaway to offset the shortage.

Mr. Daughtrey suggested that the Commission approve the increase the budget item from \$3,500.00 to \$5,000.00; and not exceed what the Commission has approved. Based on the Mr. Daughtrey's recommendation, Vice Mayor Clark withdrew his motion and Clerk-Commissioner Jacobs withdrew his second. Discussion continued.

Vice Mayor Clark made a motion to increase the budget up to \$6,000.00 for that item and it was seconded by Clerk Commissioner Jacobs. The expenditure is to approve not to exceed \$6,000 for school supplies, food, drinks, etc. Discussion followed. The motion previously made and seconded, was carried as follows:

VICE MAYOR CLARK	YES
CLERK COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Mayor Mohammed requested a confirmation that the action that was taken at this meeting was done according to auditing standards.

In response to questioning by Vice Mayor Clark, Attorney Ryan explained that anytime the Town spends money it should be done for residents of Pembroke Park only, as long as the Town is not incurring expenses. Discussion continued.

Mayor Mohammad stated that she wanted to give groceries out with the book bags, but cannot due to the fact that the Town does not have its 501(c)3, but was told to submit application for the Agency from Farm Share to get approval. Discussion continued.

Mayor Mohammed passed the gavel to Vice Mayor Clark and then Mayor Mohammed made a motion that we do the application to become an agent for Farm Share, so that we can be placed on the list to receive product to be a distribution point. Clerk-Commissioner Jacobs seconded the motion, and was carried as follows:

MAYOR MOHAMMED	YES
CLERK-COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
VICE MAYOR CLARK	YES

Attorney Ryan reported that an ethical question was recently raised regarding the Commission sitting on the board of a 501(c)3. Attorney Ryan stated that this issue will be brought as an agenda item on next week, for the Commission to authorize the Town Attorney to request a written opinion from the Commission on Ethics in order to make a determination if a Commissioner can sit on the board of a 501(c)3, solicit contributions from business and property owners. Discussion continued.

4. DISCUSSION: Global Positioning System Agreement- MAYOR MOHAMMED

AUGUST 1, 2019

SPECIAL COMMISSION MEETING

Attorney Ryan reported that a counter proposal was sent to Omni Tracks based on revisions dealing with Florida Public Records Law and indemnification clauses for them to review and approval. Discussion continued.

MOTION FOR A NON-AGENDA ITEM:

Clerk-Commissioner Jacobs requested a motion for a non-agenda item, Vice Mayor seconded the motion and it was carried as follows:

CLERK COMMISSIONER JACOBS	YES
VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Vice Mayor Clark made a motion to change the Workshop Commission Meeting on August 12, 2019 at 7:00 P.M. and the Regular Commission Meeting on August 26, 2019 at 7:00 p.m. Commissioner Cohen seconded the motion and was carried out as follows:

VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
CLERK COMMISSIONER JACOBS	YES
MAYOR MOHAMMED	YES

Attorney Ryan stated that there were several RFP's that the Commissioners requested to be for this 2019 fiscal year. He continued to explain that the dates for the Workshop and Regular meetings have been changed and the RFP's maybe impacted. Attorney Ryan is seeking guidance on as to how to proceed and is requesting a schedule. Discussion continued.

In response to questioning by Vice Mayor Clark, Attorney Ryan stated that Commissioners requested RFP's for Attorneys, Planners and Information Technology. Assistant Town Attorney Michael Sigerson added Janitorial Services also. The discussion continued.

Attorney Ryan proposed that the following:

First Publication – August 7, 2019, Proposals Returned – September 4, 2019, Evaluated – September 11, 2019, Interview and Selection - September 18, 2019. Committee members consist of Interim Town Manager, Interim Assistant Town Manager, Public Service Director, Admin Service Director, and Mayor. In response to questioning by Mayor Mohammad, Attorney Ryan agreed that he will be emailing the RFPs. The discussion continued.

MOTION FOR A NON-AGENDA ITEM:

AUGUST 1, 2019

SPECIAL COMMISSION MEETING

Motion was made by Vice Mayor Clark seconded by Clerk Commissioner Jacobs in regards to a non-agenda Item, was carried out a follows:

VICE MAYOR CLARK	YES
CLERK COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Motion was made by Vice Mayor Clark seconded by Commissioner Jacobs to authorize Director of Public Works Todd Larson and staff to move forward for the Grant application Agriculture Education and Promotion Facility Funding, before the October 1st, 2019 deadline.

VICE MAYOR CLARK	YES
CLERK COMMISSIONER JACOBS	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Motion was made by Clerk Commissioner Jacobs seconded by Vice Mayor Clark in regards to a non-agenda Item, was carried out a follows:

CLERK COMMISSIONER JACOBS	YES
VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
MAYOR MOHAMMED	YES

Motion was made by Vice Mayor Clark seconded by Commissioner Cohen in regards to a Human Resources Company, with Geffrey Jacobs being Lead Commissioner, was carried out a follows:

VICE MAYOR CLARK	YES
COMMISSIONER COHEN	YES
CLERK COMMISSIONER JACOBS	YES
MAYOR MOHAMMED	YES

Mr. Louis stated that there was another application that was being worked on for the department of Health for Community Health due on August 15th, 2019, which was brought to Commissioners last month and asked if the application needed to be brought to the Counsel for review before submittal. In responding to Mr. Louis, Attorney Ryan directed Mr. Louis to submit the application once completed.

4. DISCUSSION: TOWN MANAGER EMPLOYMENT AGREEMENT- MAYOR MOHAMMED/
ATTORNEY RYAN



TOWN OF PEMBROKE PARK

Regular Commission Meeting

Commission Chambers

3150 SW 52nd Avenue

Pembroke Park, FL 33023

Wednesday, December 11, 2019 at 7:00 PM

Mayor Ashira Mohammed
Vice Mayor Howard Clark
Commissioner Geoffrey Jacobs
Commissioner Georgina A. Cohen
Commissioner Reynold Dieuville

Town Manager Agatha Muse-Salters
Assistant Manager Newall Daughtrey Clerk
Town Attorney Christopher Ryan
Interim Deputy Clerk Marlen D. Martell

REGULAR COMMISSION MEETING MINUTES

CALL TO ORDER –The meeting was called to order at 7:26 pm by Mayor Ashira Mohammed.

PLEDGE OF ALLEGIANCE was led by the Mayor and Commissioners.

ROLL CALL

Present at the meeting were Mayor Ashira Mohammed, Vice Mayor Howard Clark, Clerk Commissioner Geoffrey Jacobs joined the meeting at 9:40 pm, Commissioner Georgina A. Cohen and Commissioner Reynold Dieuville.

Additional staff in attendance were: Town Manager Agatha Muse-Salters; Assistant Town Manager Newall Daughtrey, Town Attorney Tim Ryan and Michael Seiger in for Town Attorney Christopher Ryan; Interim Town Clerk Marlen D. Martell; Public Works Director Todd Larson; Chief Code Officer Jeffrey Louis; Assistant Finance Director Taubenfeld; Administrative Assistant to the Town Clerk Suzi Reutlinger; Assistant Public Works Director, Myriam Jacques; Interim Building Official Miguel Nunez; Consultant Planner Michael Miller; Administrative Assistant to the Commissioners Joy Brown; Administrative Assistant to the Town Manager Dierdre Davis; Billing Clerk Michelle Grooms; Superintendent Nick Tisi; BSO Liaison Chief

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Stephanie Coker; BSO Liaison Christopher De Giovanni; Human Resources Director, Yolanda Menegazzo.

CALL TO ORDER by Mayor Mohammed at 7:25pm.

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

ADDITIONS, DELETIONS OR WITHDRAWALS TO THE AGENDA:

REMOVAL FROM CONSENT – Minutes

WITHDRAWAL – 10.d Lease of printer and 11.c Consultant Contracts

ADDITIONS – EMERGENCY REPORT FROM THE PUBLIC SERVICES DIRECTOR

Vice Mayor Clark motioned to approve and amend the consent agenda, seconded by Commissioner Cohen. **MOTION PASSED 4-0.**

PRESENTATIONS / PROCLAMATIONS

Pension Board Actuary Report - Ms. Gloria Rosen

Item was placed on the January Agenda

Update: Public Safety – Chief Coker

Item was discussed

Update: Fire Safety – Chief Kane

No discussion

Discussion of items by Public Services Director – Todd Larson

CDBG Annual Agreement

Item needed to be added to the Special Meeting held on September 18, 2019.

Master Gardner Training

Vice Mayor Clark motioned to authorize staff to fill out the application for the Master Gardener Training Course for which Myriam Jacques will be the appointed Master Gardener, seconded by Commissioner Dieuveille.

MOTION PASSED 4-0

Hurricane Dorian Reimbursement Funding

Vice Mayor Clark motioned to apply to recover funds expended on Hurricane Dorian, seconded by Commissioner Dieuveille.

MOTION PASSED 4-0.

Flooring in Human Resources / Clerk's Office

Vice Mayor Clark motioned to authorize staff to do tile flooring in the Clerk's Suite on the second floor not to exceed \$3,500.00, seconded by Commissioner Dieuveille.

MOTION PASSED 4-0.

Monthly Report – Town Manager Muse-Salters reported on activities and accomplishments of the Town.

The Audit will be discussed on the Special Meeting held on December 18, 2019.

Town Attorney Tim Ryan arrived at 7:59 pm

PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE

Comments from the public relating to topics that are on the agenda, or other general topics.

The following spoke on the record:

Conrad Bernier

Emma Shoaff

Mick Tisi

Michelle Grooms

Suzanne Bailey

Nick Tisi

PRESENTATIONS:

The Mayor introduced Community Outreach Liaison Suzanne Bailey.

Mayor Mohammed gave direction to Public Works Director, Todd Larson to price out the Septic Sewer.

Continuation of presentation by Todd Larson Public Services Director.

Debris removal from right a way

Vice Mayor Clark motioned to authorize debris removal not to exceed \$2,000.00, seconded by Commissioner Cohen. **MOTION PASSED 4-0.**

Item was taken out of order

CONSENT AGENDA

BILLS OVER \$ 500.00 – December 11th

Clerk's Office Report - CHANGE OF WORKSHOP MEETINGS

Change Workshop Meetings to the 4th Wednesday by Resolution.

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ESTABLISHING DATE AND TIME FOR TOWN COMMISSION WORKSHOP MEETINGS; PROVIDING FOR SEVER ABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

Clerk's Office Report

UNITY OF TITLE 4250 WEST HALLANDALE BEACH BLVD

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **ACCEPTING THE UNITY OF TITLE FROM EXCELENTE, LLC, A FLORIDA LIMITED LIABILITY COMPANY; DIRECTING THE TOWN CLERK TO RECORD THE UNITY OF TITLE IN THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA;** SUPERSEDING CONFLICTING RESOLUTIONS, AND PROVIDING AN EFFECTIVE DATE.

END OF CONSENT AGENDA

THE FOLLOWING MINUTES WERE REMOVED FROM CONSENT AGENDA AND VOTED SEPARATELY.

APPROVAL OF MINUTES

A. Workshop Meetings

1. 10-03-2018
2. 10-10-2018
3. 11-01-2018
4. 01-02-2019
5. 01-07-2019
6. 03-13-2019

7. 05-01-2019
8. 06-05-2019
9. 07-03-2019
10. 08-12-2019
11. 09-09-2019
12. 09-09-2019

C. Special Commission Meetings

24. 10-22-2018
25. 10-24-2018
26. 10-30-2018
27. 11-20-2018
28. 07-10-2019
29. 07-17-2019

30. 08-01-2019
31. 08-12-2019
32. 09-09-2019 Budget
33. 09-23-2019F.Budget
34. 09-23-2019 Meeting
35. 09-23-2019

B. Regular Commission Meetings

13. 10-10-2018
14. 11-05-2018
15. 12-17-2018
16. 12-19-2018
17. 12-26-2018

19. 05-05-2019
20. 06-12-2019
21. 07-10-2019
22. 08-26-2019
23. 09-11-2019

Vice Mayor Clark motioned to approve the listed workshop, special and regular commission meeting minutes subject to technical and scrivener revision of the minutes, seconded by Commissioner Dieuville. **MOTION PASSED 3-1.** Commission Cohen opposed.

RESOLUTIONS: Attorney Ryan read the following Resolution, by title only:

ONE BLOOD – Vice Mayor Clark

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **SUPPORTING THE 2020 ANNUAL BLOOD DRIVE CONDUCTED BY PARK LAKE ESTATES AND ONE BLOOD SOUTH FLORIDA; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Vice Mayor Clark motioned to approve the Resolution, seconded by Commissioner Dieuville.
MOTION PASSED 4-0.

Meeting Recessed at 8:36 pm

Meeting Resumed at 8:49 pm

ORDINANCES:

ORDINANCES - SECOND READING – Town Attorney Ryan

SIGNS AND ADVERTISING

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA RELATING TO **CHAPTER 21, AMENDING SECTION 21-19, PROHIBITED SIGNS; AMENDING SECTION 21-20, PERMANENT SIGNS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVER ABILITY; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.**

Attorney Ryan opened the public hearing. There were no speakers present. Attorney Ryan closed the public hearing.

Vice Mayor Clark motioned to adopt the Ordinance, seconded by Commissioner Cohen.
MOTION PASSED 4-0.

FLOOD PREVENTION AND PROTECTION

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA RELATING TO **CHAPTER 10, FLOOD PREVENTION AND PROTECTION; AMENDING SECTION 10-75, DEFINITIONS AND SCOPE; AMENDING SECTION 10-80, DESIGN AND CONSTRUCTION OF BUILDINGS, STRUCTURES, AND FACILITIES EXEMPT FROM FLORIDA BUILDING CODE; AMENDING SECTION 10-99, GENERAL ELEVATION REQUIREMENT;**

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AMENDING SECTION 10-100, ELEVATION REQUIREMENT FOR EXISTING MANUFACTURED HOME PARKS AND SUBDIVISIONS; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

Attorney Ryan opened the public hearing. There were no speakers present. Attorney Ryan closed the public hearing.

Vice Mayor Clark motioned to adopt the Ordinance, seconded by Commissioner Cohen. **MOTION PASSED 4-0.**

NEW BUSINESS

Holiday Luncheon – Commissioner Cohen
Item was discussed

Workshop scheduled for January 1, 2020 - Workshop date change – Interim Deputy Clerk Martell

Commissioner Cohen motioned to approve to cancel the Workshop on January 1, 2020 for approval, seconded by Vice Mayor Clark. **MOTION PASSED 4-0.**

Approval of Decorum statement - Interim Deputy Clerk Martell
Decorum Statement language was approved.

Vice Mayor Clark motioned to change the Calendar to add a Special Commission Meeting on Wednesday, December 18th, 2019, in the Commission chambers at 6:00pm, seconded by Commissioner Cohen. **MOTION PASSED 4-0.**

Discussion Roberts Rules of Order on January 8, 2020

Lease of printer for Clerk's Office - Interim Deputy Clerk Martell **WITHDRAWAL**

OLD BUSINESS

2019 HEALTH FAIR BILLS – Mayor Mohammed
INVOICES: Burchell and Tropical TV

Vice Mayor Clark motioned to authorize payment of all outstanding bills to vendors for the Health Fair, seconded by Commissioner Dieuveille. **MOTION PASSED 4-0.**

DEPUTY CLERK POSITION:

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO THE MUTUAL RELEASE WITH NATASHA JOSEPH; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID MUTUAL RELEASE FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

OR

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, TERMINATING THE EMPLOYMENT OF NATASHA JOSEPH; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

2019-11-05 Fact Finding Report (Rev 2019-11-06)NJ (2)

Clerk Commissioner Jacobs arrived at 9:40 pm

Attorney Ryan was given directive to work with Ms. Joseph to establish an agreed separation proposal by December 31, 2019

Clerk Commissioner Jacobs motioned to accept the proposal for the offer to be presented by the Town Attorney as stated, Seconded by Commissioner Cohen. **MOTION PASSED 4-1.** Vice Mayor Clark opposed.

Attorney Ryan left the meeting at 10:04 pm. Attorney Michael Seiger was present for the remainder of the meeting.

Meeting Recessed at 10:05 pm

Meeting Resumed at 10:13 pm

**PERSONNEL: LAGON HR SALARY AND COMPENSATION PLAN – Clerk
Commissioner Jacobs/ Yolanda Menegazzo**

Town of Pembroke Park FINAL Compensation Study_11-19-19

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, APPROVING AND ACCEPTING THE SALARY STUDY &

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RECOMMENDED COMPENSATION PLAN PREPARED BY LAGOM HR;
AUTHORIZING AND DIRECTING THE TOWN STAFF TO IMPLEMENT THE
TERMS AND CONDITIONS OF THE SALARY STUDY & RECOMMENDED
COMPENSATION PLAN; PROVIDING FOR SEVER ABILITY; SUPERSEDING
CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

Clerk Commissioner Jacobs motioned to approve the Resolution, seconded by Commissioner Cohen. **MOTION PASSED 5-0.**

NEW BUSINESS

REQUEST FOR PROPOSALS

RFP20-02- Auditing Services - 9-11-09

RFP 20-03 for Town Attorney Services 12-09-19

RFP 20-04 Professional Planning Consulting Services 12-09-19

RFP 20-05 - IT Services_ 12-09-19

Vice Mayor Clark motioned to separate and first put out RFP 20-02 Auditing Services bid package, seconded by Commissioner Cohen. **MOTION PASSED 5-0.**

Vice Mayor Clark motioned to advertise RFP 20-03 for Town Attorney Services; 20-04 Professional Planning Consulting Services and RFP 20-058 IT Services bid package, seconded by Commissioner Cohen. **MOTION PASSED 5-0.**

Vice Mayor Clark motioned to amending the RFP's extending submission to January 31, 2020, seconded by Commissioner Cohen. **MOTION PASSED 5-0.**

CONSULTANT CONTRACTS – Town Manager Muse-Salters WITHDRAWAL

Interim Deputy Clerk

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO THE INDEPENDENT CONTRACTOR AGREEMENT WITH MARLEN MARTELL FOR INTERIM DEPUTY TOWN CLERK SERVICES; AUTHORIZING AND DIRECTING THE MAYOR AND TOWN OFFICIALS TO EXECUTE AND DELIVER SAID AGREEMENT FOR AND ON BEHALF OF THE TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

Vice Mayor Clark motioned to adopt the Resolution, seconded by Commissioner Cohen. **MOTION PASSED 5-0.**

GOLF CARTS – Vice Mayor Clark
Golf Carts Quotes - Discussion was tabled.

HONORING BSO – Vice Mayor Clark, on December 11, 2019.

AGRO- ECO WELLNESS PROGRAM –Vice Mayor Clark
Focal Point Senior Center Needs Assessment Application
SC.SE Focal Point Community Needs Assessment1

Commissioner Dieuveille motioned to authorize staff to fill out the application for focal point, seconded by Clerk Commissioner Jacobs. **MOTION PASSED 5-0.**

COMMISSION REPORTS:

Commissioner Dieuveille - NONE
Commissioner Cohen
Clerk Commissioner Jacobs - NONE
Vice Mayor Clark
Mayor Mohammed

The Commission unanimously wished the Town residents Happy Holidays and a wonderful New Year.

ATTORNEY REPORT – Town Attorney Ryan - NONE

TOWN MANAGER REPORTS – Town Manager Muse-Salters
Staff Meeting scheduled for Friday, December 13, 2019

ANNOUNCEMENTS

Honoring BSO - Wednesday December 11, 2019 at 10:00 am
Holiday Toy Giveaway - Thursday December 19, 2019
Bulk Pick Up - Thursday January 2, 2020

ADJOURNMENT

With no further items for discuss, meeting adjourned at 11:28pm. Motion made by Vice Mayor Clark motioned to adjourn the meeting. In a roll call vote, the motion passed unanimously.

NEXT REGULAR COMMISSION MEETING is scheduled for Wednesday, January 8th 2020.

Commission approved on: _____

ATTEST:

(SEAL)

Ashira Mohammed, Mayor

Marlen Martell, Interim Deputy Clerk

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.



CONTRACT ORDERING INSTRUCTIONS

The Florida Sheriffs Association (FSA) Cooperative Purchasing Program (CPP) seeks to promote low cost purchasing options and offers four competitively procured contracts:

- ✓ Police Rated, Administrative, Utility Trucks and Vans
- ✓ Cab & Chassis and Other Fleet Equipment
- ✓ Fire Rescue Vehicles and Other Equipment
- ✓ Tire & Related Services

Any eligible buyer can follow these instructions to order from the CPP by visiting <https://www.flsheriffs.org/law-enforcement-programs/cooperative-purchasing-program>:

- 1) Read and understand the portions of the Contract Terms and Conditions that apply to agencies.
- 2) For a complete list of offerings, select the appropriate contract.
- 3) Under Products and Services Available, select *the product description* listed in the category boxes. Each category provides a drop-down list of all offerings.
- 4) Select the item you wish to purchase. Review the bid award for both awarded vendors and locate your preferred vendor. If the agency is limited to the lowest bid due to local ordinance, then select the primary awarded vendor (lowest bid).
- 5) If options need to be added, the options are listed and correspond with each vendor. All options must be discounted. Proof of discounts can be requested from the vendor.

Add/delete options include a superscript listed by the Order Code. The purpose of the superscript is to identify which options correlate to specific zones. Superscripts correspond as follows:

Zone	Superscript
Western	1
Northern	2
Central	3
Southern	4

If a vendor has been awarded *more than one zone*, the vendor will only have one superscript number assigned, and it will be the lowest numeric number that applies to their awarded zones. For example: If a dealer is awarded the northern and southern zones, the add/delete options for both zones will be represented by a "2" superscript.

- 6) Once the vehicle/equipment has been identified and you've selected an awarded vendor, contact the vendor for a quote. The vendor directory is located just under the CPP logo.
- 7) After the agency has received a quote, issue a Purchase Order for the vehicle/equipment. Copies of purchase orders must be submitted to the CPP at coop@flsheriffs.org. Purchase orders should include the FSA contract number, the purchaser's Federal identification number and point of contact, including phone number and email address. Consider submitting copies of the quote with PO's.

For vehicle purchases, the agency's manufacturer FIN/FAN code, as well as FSA's code should be on the purchase order. Request the vendor use the agency code to enable you to track the order. The FIN/FAN (Fleet Account/Identification Number) Codes for the FSA are:

Manufacturer	Code Type	FSA Code	Fleet Contact Numbers
Ford	FIN	QE065	1-800-343-5338
Fiat Chrysler Automobiles	FAN	917872	1-800-999-3533
General Motors	FAN	49313	1-800-353-3867
Toyota	FIN	GE159	1-800-732-2798

- 8) The process is completed when the dealer issues a confirmation of order to the agency.

Terms & Conditions and Best Practices

Read and become familiar with the Terms and Conditions that apply to agencies. The following *are a few of the relevant terms* for agencies:

- Agencies are required to submit copies of purchase orders to FSA at the time they are submitted to the vendor (send to coop@flsheriffs.org). (3.20)
- This year, the CPP granted two awards: the lowest bid and second lowest to provide agencies more purchasing options. (2.23)
- Terms for ordering, delivery, inspection and acceptance, and tag and title work are provided. (3.20-3.23)
- Vendors should receive prompt payment in compliance with the Local Government Prompt Payment Act. (3.24)
- Option pricing is negotiable with the vendor. (2.13)

Other items and best practices that are helpful for agencies include:

- Vendors cannot sell specifications that were not awarded to that Vendor - otherwise the item has not been competitively procured.
- This contract is designed to provide agencies with the lowest base cost. Therefore, final awards do not consider option pricing.
- FSA cannot review all options for the award, so if you see something out of place let us know. For example, financing has not been vetted and should not be listed as an option.
- If the agency requests a third party supplier other than the one the vendor recommends, the agency should pay the vendor when the vendor completes the delivery to the agency requested third party supplier.
- If the agency needs to produce evidence that the commodities were competitively procured, contact FSA for the Bid Tabulation and the Intent to Award documents.
- Contact FSA for questions! FSA staff is here to assist agencies to provide additional details and suggestions that will enhance the value of using these contracts.

Florida Sheriffs Association: 850-877-2165 or cpp@flsheriffs.org.



CONTRACT RENEWAL

Contract Number: FSA18-VEL26.0

Contract Name: Police Rated, Administrative, Utility Vehicles, Trucks and Vans

Renewal Period: October 1, 2019 – September 30, 2020

The Florida Sheriffs Association (FSA) is renewing select specifications in Contract FSA18-VEL.26.0, Police Rated, Administrative, Utility Vehicles, Trucks and Vans, per Section 3.04 of the Terms and Conditions. FSA has determined that it is in the best interest of the Association and eligible purchasers to renew the contract for the identified specifications below. Section 3.04 allows the contract renewal without price adjustments.

The Terms and Conditions remain in effect for the extended period for these products. Any option pricing, to include non-scheduled options, shall not exceed MSRP, per Section 2.13 and 3.17 of the Terms and Conditions.

If an awarded vendor does not appear in this list of price-protected General Motor vehicles, it is because the vendor elected not to participate in the contract renewal. Therefore, awards granted to vendors that chose not to participate in the renewal will terminate September 30, 2019.

The awarded vendors agree that the following General Motors vehicles will be price protected for the 2020 model year at 2019 contract prices. Any 2019 models in inventory may also be purchased under this renewal. General Motors anticipates a short 2020 production period for the Police and SSV Tahoes, Suburbans and Yukons. Therefore, the price and the published options are extended for the period of October 1, 2019 through September 30, 2020 for the following vehicles:

Spec #	Make	Model	Model Number	Vendor	Zones
6	Chevrolet	Tahoe 1500 4X2	CC15706/9C1	Stingray Chevrolet LLC	Primary: W, C, S; Alternate: N
6	Chevrolet	Tahoe 1500 4X2	CC15706/9C1	Garber Chevrolet Buick GMC, Inc.	Primary: N; Alternate: C
7	Chevrolet	Tahoe 1500 4WD	CK15706/9C1	Stingray Chevrolet LLC	Primary: W, C, S; Alternate: N
7	Chevrolet	Tahoe 1500 4WD	CK15706/9C1	Garber Chevrolet Buick GMC, Inc.	Primary: N; Alternate: W
13	Chevrolet	Tahoe 1500 4WD	CK15706/1FL/5W4	Stingray Chevrolet LLC	Primary: W, C, S; Alternate: N

Order Code	Description	Price
P0I	GM Commercial Link - 3 years of Service includes 36 months of GM Commercial Link service. Provides access and reporting for key vehicle information such as speed, location and maintenance through website and mobile application. Eligible customers must sign up for an account at www.gmcommerciallink.com in order take advantage of this 36 month offer. The Commercial Link service is included in the price of the vehicle. Total service duration is 36 months. Non-Transferrable. Non-Refundable. (Requires UE1 OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with (P0G) GM Commercial Link - 1 year of Service or (P0H) GM Commercial Link - 2 years of Service.)	\$359.00
P0J	OnStar Additional 21 months of OnStar Fleet Safety and Security. Provides 21 months of Fleet Safety and Security service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Safety and Security service duration is 24 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0K or P0L. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$420.00
P0K	OnStar Additional 33 months of OnStar Fleet Safety and Security. Provides 33 months of Fleet Safety and Security service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Safety and Security service duration is 36 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0J or P0L. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$578.00
P0L	OnStar Additional 45 months of OnStar Fleet Safety and Security. Provides 45 months of Fleet Safety and Security service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Safety and Security service duration is 48 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0J or P0K. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$698.00
P0M	OnStar Additional 21 months of OnStar Fleet Remote Access. Provides 21 months of Fleet Remote Access service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Remote Access service duration is 24 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0N or P0O. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$210.00
P0N	OnStar Additional 33 months of OnStar Fleet Remote Access. Provides 33 months of Fleet Remote Access service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Remote Access service duration is 36 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0M or P0O. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$330.00
P0O	OnStar Additional 45 months of OnStar Fleet Remote Access. Provides 45 months of Fleet Remote Access service in addition to the 3 months of complimentary coverage that is included in the price of the vehicle. Total OnStar Fleet Remote Access service duration is 48 months. (Requires (UE1) OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with P0M or P0N. Not available with a ship-to of Puerto Rico or the Virgin Islands.)	\$450.00
R9Y	Fleet Free Maintenance Credit. This option code provides a credit in lieu of the free oil changes, tire rotations and inspections for one maintenance service during 1st year of ownership. The invoice will detail the applicable credit. The customer will be responsible for all oil change, tire rotations and inspections costs for this vehicle. (Requires one of the following Fleet or Government order types: FBC, FBN, FCA, FCN, FEF, FLS, FNR, FRC or FGO. Not available with FDR order types.) *CREDIT*	\$20.00
CJB	Ship Thru, Produced in Lansing Delta Assembly and shipped to Kerr Industries, Warren, MI and returned to Lansing Delta. (Requires a Fleet order type.)	\$300.00
SVO	Ship Thru, Produced in Lansing Delta Assembly and shipped to Knapeheide, Flint, MI, then proceeds to Orion. (Requires a Fleet order type.)	\$250.00
VF4	Ship Thru, Produced in Lansing Delta Assembly and shipped to Canfield Equipment, Warren, MI and returned to Lansing Delta. (Requires a Fleet order type.)	\$275.00
NS	Red White Dome Light, installed between visors or in cargo area	\$186.00
BUA	Backup Alarm	\$130.00
SAFET	Safety Kit Incl; First Aid Kit, Triangle Kit & Fire Extinguisher	\$276.00
SAFET2	First Aid, Fire Extinguisher and Road LED Kit	\$536.00
LEDSPOT	LED SPOT LIGHT PILLAR MOUNTED	\$695.00
GOLITE	LED Permanent Mount Go-Light brand spot light	\$695.00
TH500	500 Watt Inverter	\$396.00
TH750	750 Watt Inverter	\$596.00
TH1000	1000 Watt Inverter	\$642.00
DSI-12/1200N	Dimensions 1200 watt Pure Sine Wave	\$1,495.00
DSI-REMOTE	Remote control for Dimensions	\$145.00
STLIGHT	Sireamlight Rechargeable Stinger Flashlight	\$189.00
TINT	DEEP WINDOW TINT FILM WITH FRONT WINDSHIELD STRIP.	\$265.00
TINT 4D	TINT ALL WINDOWS. FOR CREW OR SUPERCAB CONFIGURATIONS	\$385.00
NITRO	NITROGEN FILLED TIRES IN LIEU OF STD FACTORY FILL. FUEL ECONOMY SAVER DUE TO TIRE PRESSURE CONSISTENCY, ON GROUND	\$245.00
WT LC 2P	WEATHER TECH LASER CUT TWO PIECE MAT SET	\$215.00
WT LC 4P	WEATHER TECH MATS , LASER CUT	\$289.00
RMAT	HD RUBBER FLOOR MATS	\$195.00
VV	VENT SHADES, MUST SPECIFY STICK ON OR FLANGE TYPE IN CHANNEL	\$175.00
3K PATS	EXTRA PROGRAMMED KEY WITH PATS TECHNOLOGY, FLEET KEY	\$225.00
3K RKE	EXTRA PROGRAMMED INTEGRATED KEY TRANSMITTER FOB	\$350.00
2 TONE	TWO TONE PAINT SCHEME, DOORS AND ROOF	\$1,896.00
LTS	LapTop Stand Passenger side mounted and universal Cradle	\$713.00

Bid Award

Term: October 1, 2019 - September 30, 2020

Contract: FSA19-VEL27 0, Pursuit, Administrative and Other Vehicles

Group: Utility & Hybrid Utility Vehicles - 4X2

Item: 256, Chevrolet , Traverse LS FWD, 1NB56

Description: Manufacturer standard equipment and specifications, and if not included also power windows, power door locks, and keyless entry.

Zone	Rank	Vendor	Price
Western	Primary	Starke Motorcars, LLC dba Duval Chevrolet	\$24,607.00
	Alternate	Alan Jay Chevrolet Cadillac, Inc. d/b/a Alan Jay Chevrolet Buick GMC Cadillac	\$24,647.06
Northern	Primary	Alan Jay Chevrolet Cadillac, Inc. d/b/a Alan Jay Chevrolet Buick GMC Cadillac	\$24,447.06
	Alternate	Starke Motorcars, LLC dba Duval Chevrolet	\$24,607.00
Central	Primary	Alan Jay Chevrolet Cadillac, Inc. d/b/a Alan Jay Chevrolet Buick GMC Cadillac	\$24,447.06
	Alternate	Stingray Chevrolet	\$24,575.00
Southern	Primary	Alan Jay Chevrolet Cadillac, Inc. d/b/a Alan Jay Chevrolet Buick GMC Cadillac	\$24,447.06
	Alternate	Stingray Chevrolet	\$24,600.00

Options appear in alphabetical order by awarded vendor.

Options: Alan Jay Chevrolet Cadillac, Inc. d/b/a Alan Jay Chevrolet Buick GMC Cadillac

Order Code	Description	Price
RPO-FSA	All regular and factory production options to be offered at \$1 discount from MSRP in accordance with Terms and Conditions 2.13 OPTION PRICING. A copy of the window sticker and standard equipment list to illustrate MSRP option prices will be provided to customer with each contract conforming quote (SEE TERMS AND CONDITIONS).	\$0.00
MAN-UP	All manufacturers upgrades will be offered in accordance with Terms and Conditions 2.13 OPTION PRICING, the upgrade will be calculated by the net difference between dealer cost on the representative base vehicle (bid price) and the total MSRP of the requested option modifying the vehicle. A copy of the window sticker and standard equipment list to illustrate MSRP option prices will be provided to customer with each contract conforming quote (SEE TERMS AND CONDITIONS).	\$0.00
EWA	Price to be quoted at Florida Mandatory Sales Price. Warranties available through: ALLY, Ford ESP, JM&A, GMPP, NISSAN, MOPAR. PRICES TO BE QUOTED FOR SPECIFIC VEHICLE AND POWER TRAIN COMBINATION.	\$0.00
TEMP-TAG	Temporary tag	\$55.00
TRANS-TAG	Transfer existing registration Includes temp tag & two way overnight shipping for signature. (must provide tag number)	\$250.00
NEW-TAG	New state tag Includes temp tag & two way overnight shipping for signature.(specify state, county, city, sheriff, etc.)	\$315.00
WSTP	Windshield strip	\$25.00
DT2 SUV	Deep tint film installed on front two door glass only.	\$135.00
DTF SUV	Deep tint film on SUV with full side and rear glass coverage.	\$325.00
LIMO	Upgrade tint to LIMO on all tinted surfaces	\$95.00
WTF SUV 1	Weather Tech floor liner system (1st row only).	\$195.00
WTF SUV 2	Weather Tech floor liner system (1st & 2nd rows).	\$280.00
WTF SUV 3	Weather Tech floor liner system (1st & 2nd rows plus cargo area).	\$340.00
DLTH 1	Dealer installed leather seating surfaces (1st row only).	\$1,380.00
DLTH 2	Dealer installed leather seating surfaces (1st & 2nd rows).	\$1,545.00
DLTH 3	Dealer installed leather seating surfaces (1st & 2nd rows).	\$2,010.00
RS 2	Stick on rain shields (2-doors).	\$100.00
RS 4	Stick on rain shields (4-doors).	\$150.00
RSF 2	Flange style rain shields (2-doors), may have compatibility issues with 1-touch power windows.	\$100.00
RSF 4	Flange style rain shields (4-doors), may have compatibility issues with 1-touch power windows.	\$150.00
3BLS	3rd brake light safety pulse (Pulses 3rd brake light (4) times upon application of brake pedal to increase driver awareness behind you when stopping)	\$210.00
SAFE-T	Amerex 5lb Fire extinguisher, First Aide Only first aid kit, and King James & Co road triangles	\$330.00

Order Code	Description	Price
3K CHIP	Additional key cut and programmed (no remote).	\$90.00
3KR	Additional key and remote, cut and programmed.	\$330.00
3K SMART	3rd key and remote for vehicles with proximity access.	\$450.00
806- 1206- SUV	XANTREX 600W pure sine inverter mounted under REAR seat with ignition sourced remote / user control mounted on dash mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation, appropriate gauge wire for distance from battery, heat shrink connectors and wire loom.	\$545.00
806- 1210- SUV	XANTREX 1000W pure sine inverter mounted under REAR seat with ignition sourced remote / user control mounted on dash mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation, appropriate gauge wire for distance from battery, heat shrink connectors and wire loom.	\$705.00
806- 1220- SUV	XANTREX 2000W pure sine inverter mounted in rear cargo area with ignition sourced remote / user control mounted on dash mounted on dash. (Alternate mounting location may be required due to clearance.) Includes freight and installation, appropriate gauge wire for distance from battery, heat shrink connectors and wire loom.	\$1,180.00

Options: Clarke Motorcars, LLC dba Duval Chevrolet

Order Code	Description	Price
101	CREDIT: Pursuant to FSA BoilerPlate sections 2.12, 2.13 regarding factory free-flow options, this vehicle specification includes a line-item MSRP option-discount in the amount listed here for any OEM configurable option available for the corresponding base-vehicle awarded. Client may visit www.chevrolet.com/build-your-own-chevrolet to configure desired vehicle and dealer will produce corresponding FSA contract quote displaying line item discounts, supported by OEM price tables. This discount will be reflected in the aggregate net total for each optional item requested. Manufacturer's order-guide and price lists uploaded to the vendorlink bid site, published at gmfleet.com , or available from Duval Chevrolet.	\$1.00
LFY	Engine, 3.6L V6, SIDI, VVT (310 hp [232.0 kW] @ 6800 rpm, 266 lb-ft of torque [361 N-m] @ 2800 rpm) (STD)	\$0.00
M3V	Transmission, 9-speed automatic (STD)	\$0.00
1LS	LS Preferred Equipment Group Includes Standard Equipment	\$0.00
PXJ	Wheels, 18" (45.7 cm) Bright Silver painted aluminum (STD)	\$0.00
SKL	Wheels, 20" (50.8 cm) Transit (included and only available with (S2D) 20" (50.8 cm) Gloss Black painted aluminum wheels, LPO.)	\$0.00
Q3N	Tires, P255/55R20 all-season blackwall (Included and only available with (S2D) 20" (50.8 cm) Gloss Black painted aluminum wheels, LPO.)	\$0.00
QO5	Tires, P255/65R18 all-season blackwall (STD)	\$0.00
G9K	Satin Steel Metallic (Not available on L.)	\$0.00
GAN	Silver Ice Metallic (Not available on L.)	\$0.00
GAZ	Summit White	\$0.00
GB8	Mosaic Black Metallic	\$0.00
AR9	Seats, front bucket (STD)	\$0.00
H1T	Jet Black, Premium cloth seat trim	\$0.00
IOR	Audio system, Chevrolet Infotainment 3 system 7" diagonal color touchscreen, AM/FM stereo. Additional features for compatible phones include: Bluetooth audio streaming for 2 active devices, voice command pass-through to phone, Apple CarPlay and Android Auto capable (STD)	\$0.00
K05	Engine block heater	\$99.00
VK3	License plate front mounting package (will be forced on orders with ship-to states that require a front license plate)	\$39.00
CAV	LPO, Integrated cargo liner (Included and only available with (PDF) Floor Liner Package, LPO.)	\$0.00
PDB	LPO, Blackout Package includes (SJ9) Black finish grille, LPO, (SFZ) front and rear Black bowtie emblems, LPO, (RXX) Black rear license plate applique, LPO and (RIK) Gloss Black emblem kit Not available with (PDM) Black Accent Package, LPO or (PDV) Chrome Essentials Package, LPO.)	\$884.00
PDF	LPO, Floor Liner Package includes (RIA) front and second row all-weather floor liner, LPO and (RIB) third row all-weather floor liner, LPO and (CAV) integrated cargo liner, LPO (Not available with (PDH) Interior Protection Package, LPO or (PDZ) Interior Enhancement Package, LPO.)	\$394.00
PDG	LPO, Cargo Package includes (VRS) retractable cargo shade, LPO and (W2D) vertical cargo net, LPO	\$194.00
PDH	LPO, Interior Protection Package includes (VAV) first and second row all-weather floor mats, LPO, (VKN) third row all-weather floor mats, LPO and (VLI) all-weather cargo mat, LPO (Not available with (PDF) Floor Liner Package, LPO or (PDZ) Interior Enhancement Package, LPO.)	\$269.00
PDM	LPO, Black Accent Package includes (SJ9) Black finish grille, LPO and (SFZ) front and rear Black bowtie emblems, LPO (Not available with (PDV) Chrome Essentials Package, LPO or (PDB) Blackout Package, LPO.)	\$614.00
PDV	LPO, Chrome Essentials Package includes (SAI) stainless steel front door sill plates and (VKU) chrome mirror caps (Not available with (PDM) Black Accent Package, LPO or (PDB) Blackout Package, LPO.)	\$254.00
PDY	LPO, Roadside Safety Package includes (RYT) First Aid Kit, LPO and (S08) Highway Safety Kit, LPO	\$129.00

Order Code	Description	Price
PDZ	LPO, Interior Enhancement Package includes (VYW) first and second row premium carpeted floor mats, LPO and (V14) third row premium carpeted floor mat, LPO and (S03) embroidered front row headrests, LPO (Not available with (PDF) Floor Liner Package, LPO, (PDH) Interior Protection Package, LPO, (SR2) Rear seat infotainment system without DVD player, LPO or (SR3) Rear seat infotainment system with DVD player, LPO.)	\$444.00
RIA	LPO, All-weather floor liner, first and second row (Included and only available with (PDF) Floor Liner Package, LPO.)	\$0.00
RIB	LPO, All-weather floor liner, 3rd row (Included and only available with (PDF) Floor Liner Package, LPO.)	\$0.00
RIK	LPO, Gloss Black emblem kit (Included and only available with (PDB) Blackout Package, LPO.)	\$0.00
RWU	LPO, Cargo area organizer, collapsible with bowtie logo	\$139.00
RXX	LPO, Black rear license plate applique (Included and only available with (PDB) Blackout Package, LPO.)	\$0.00
RYT	LPO, First Aid Kit includes bowtie logo on case (Included and only available with (PDY) Roadside Safety Package, LPO.)	\$0.00
S03	LPO, Embroidered front row headrests with logo on front (Included and only available with (PDZ) Interior Enhancement Package, LPO.)	\$0.00
S08	LPO, Highway Safety Kit includes bowtie logo on case (Included and only available with (PDY) Roadside Safety Package, LPO.)	\$0.00
S0M	LPO, Illuminated front door sill plates (Not available with (PDV) Chrome Essentials Package, LPO.)	\$324.00
S2D	LPO, 20" (50.8 cm) Gloss Black painted aluminum wheels includes (SKL) transit wheels and (Q3N) P255/55R20 all-season blackwall tires (Not available with (PDV) Chrome Essentials Package, LPO.)	\$1,994.00
S6W	LPO, Protective seat cover, 2nd row, Black with Gray stitching	\$294.00
SAI	LPO, Stainless steel door sill plates (Included and only available with (PDV) Chrome Essentials Package, LPO.)	\$0.00
SFE	LPO, Bright wheel locks Includes 4 locks and 1 key (Not available with (SPZ) Black lug nut and wheel lock kit, LPO.)	\$74.00
SFZ	LPO, Black bowtie emblems, front and rear (Included with (PDM) Black Accent Package, LPO or (PDB) Blackout Package, LPO. Not available separately when (PDM) Black Accent Package, LPO or (PDB) Blackout Package, LPO are ordered.)	\$199.00
SIF	LPO, Universal Tablet Holders set of 2, non-powered, for 2nd row occupants (Not available with (SIL) Universal Tablet Holder, LPO, (SR2) rear seat infotainment system without DVD player, LPO or (SR3) rear seat infotainment system with DVD player, LPO.)	\$194.00
SIL	LPO, Universal Tablet Holder, powered with 2 integrated USB power ports for 2nd row occupants (Not available with (SIF) Universal Tablet Holders, LPO, (SR2) rear seat infotainment system without DVD player, LPO or (SR3) rear seat infotainment system with DVD player, LPO.)	\$249.00
SJ9	LPO, Grille, Black finish (Included and only available with (PDM) Black Accent Package, LPO or (PDB) Blackout Package, LPO.)	\$0.00
SPZ	LPO, Black lug nut and wheel lock kit includes 20 lug nuts, 4 locks and 1 key (Not available with (SFE) wheel locks, LPO.)	\$274.00
SR2	LPO, Rear seat infotainment system without DVD player dual headrest with 8" screens and multiple inputs, including SD, USB, HDMI, as well as wireless connectivity to brought-in devices. Includes remote control, 2 sets of 2-channel wireless infrared headphones, and an available companion app to allow parental control of system (Not available with (SIF) Universal Tablet Holders, non-powered, LPO, (SIL) Universal Tablet Holder, powered, LPO or (SR3) Rear seat infotainment system with DVD player, LPO or (PDZ) Interior Enhancement Package, LPO.)	\$1,749.00
SR3	LPO, Rear seat infotainment system with DVD player dual headrest with 8" screens and multiple inputs, including SD, USB, HDMI, as well as wireless connectivity to brought-in devices. Includes remote control, 2 sets of 2-channel wireless infrared headphones, and an available companion app to allow parental control of system (Not available with (SIF) Universal Tablet Holders, non-powered, LPO, (SIL) Universal Tablet Holder, powered, LPO or (SR2) Rear seat infotainment system without DVD player, LPO or (PDZ) Interior Enhancement Package, LPO.)	\$1,994.00
VAV	LPO, All-weather floor mats, first and second row (Included and only available with (PDH) Interior Protection Package, LPO.)	\$0.00
V14	LPO, Premium carpeted floor mat, third row (Included and only available with (PDZ) Interior Enhancement Package, LPO.)	\$0.00
VKN	LPO, All-weather floor mats, third row (Included and only available with (PDH) Interior Protection Package, LPO.)	\$0.00
VKU	LPO, Chrome mirror caps (Included and only available with (PDV) Chrome Essentials Package, LPO.)	\$0.00
VLI	LPO, All-weather cargo mat (Included and only available with (PDH) Interior Protection Package, LPO.)	\$0.00
VQK	LPO, Front and rear splash guards, custom molded	\$179.00
VRS	LPO, Cargo shade, retractable (Included and only available with (PDG) Cargo Package, LPO.)	\$0.00
VXW	LPO, Molded assist steps Not available with (VQK) custom molded front and rear splash guards, LPO.)	\$779.00
VYW	LPO, Premium carpeted floor mats, first and second row (Included and only available with (PDZ) Interior Enhancement Package, LPO.)	\$0.00
W2D	LPO, Cargo net, vertical (Included and only available with (PDG) Cargo Package, LPO.)	\$0.00
WH6	LPO, Cargo net, horizontal	\$69.00
POG	GM Commercial Link - 1 year of Service includes 12 months of GM Commercial Link service. Provides access and reporting for key vehicle information such as speed, location and maintenance through website and mobile application. Eligible customers must sign up for an account at www.gmcommerciallink.com in order take advantage of this 12 month offer. The Commercial Link service is included in the price of the vehicle. Total service duration is 12 months. Non-Transferable. Non-Refundable. (Requires UE1 OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with (P0H) GM Commercial Link - 2 years of Service or (P0I) GM Commercial Link - 3 years of Service.)	\$119.00
P0H	GM Commercial Link - 2 years of Service includes 24 months of GM Commercial Link service. Provides access and reporting for key vehicle information such as speed, location and maintenance through website and mobile application. Eligible customers must sign up for an account at www.gmcommerciallink.com in order take advantage of this 24 month offer. The Commercial Link service is included in the price of the vehicle. Total service duration is 24 months. Non-Transferable. Non-Refundable. (Requires UE1 OnStar. Requires one of the following Fleet or Government order types: FLS, FNR, FRC, FBC, FGO or FEF. Not available with (P0G) GM Commercial Link - 1 year of Service or (P0I) GM Commercial Link - 3 years of Service.)	\$239.00

Order Code	Description	Price
Cargo Mgmt	Cargo Organizer solution for rear cargo area in SUV	\$156.00
87B	Graphics (6 Square Feet) -inc: up to 6 square feet	\$249.00
87C	Graphics (10 Square Feet) -inc: up to 10 square feet	\$299.00
87D	Graphics (18 Square Feet) -inc: up to 18 square feet	\$399.00
87E	Graphics (25 Square Feet) -inc: up to 25 square feet	\$524.00
87F	Graphics (40 Square Feet) -inc: up to 40 square feet	\$674.00
87G	Graphics (55 Square Feet) -inc: up to 55 square feet	\$824.00
87H	Graphics (70 Square Feet) -inc: up to 70 square feet	\$974.00
SeatCover	Front Seat Covers by TigerTough	\$446.00
uCoat	Undercoating	\$650.00
Usb Iphone	HD Charge Wire for Iphone	\$24.00
Usb Android	HD Charge Wire for Android	\$24.00
OZN	Out of Zone purchase and Delivery. Does not include unique shipping circumstances when final product demands shipping outside the state of Florida. Note: Emmissions codes for specific region.	\$446.00
TTO	Tag and Title processing and handling fee. Tags are processed at the local tag office and physically picked up for client and affixed to vehicle prior to deliver. Cost includes electronic administrative fee, manual processing courier, and Fedex related expense.	\$48.00
TMP	30 Florida Temporary Tag. Requires (TTO) Tag/Title Option	\$7.00
TX	Transfer Tag Charge: (Florida only) Please send scan of agency registration with tag ID clearly indicated. Requires (TTO) Tag/Title Option, includes (TMP)	\$90.00
TAG	New Tag Charge (Florida only) Requires (TTO) Tag/Title option. Specify City, State, or Sheriffs Tag. Includes (TMP)	\$125.00

Options: Stingray Chevrolet

Order Code	Description	Price
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Ramonda Greene

From: Peter Popiel <magicpeterfleet@gmail.com>
Sent: Wednesday, January 29, 2020 7:14 PM
To: Ramonda Greene
Subject: Re: 2020 Chevy Traverse
Attachments: Quote 2020 Traverse LS AWD 20200129.pdf; Quote 2020 Traverse LS1FL AWD 20200129.pdf; Quote 2020 Traverse LT AWD 20200129.pdf; GM Spec Offer # 1.pdf; GM Spec Offer # 2.pdf; GM Spec Offer # 3.pdf

Hi Ramonda,

I've attached 3 quotes for a black AWD Traverse. They encompass 2 trim levels (LS & LT), and several options in each. The 2nd row "captain's chairs" are only available in the more expensive LT.

The quoted prices range from \$27,495, \$27,715, \$32,713. Please look over the individual quotes and the associated "spec sheets" which go into greater detail the features of each quote. There are many more configurations I can offer, but perhaps if you look among these 3 you might narrow down those items that are of particular interest. The variation in price has more to do with additional safety and convenience features instead of cosmetic enhancements.

Please give me a call with any questions. Turn around from date of purchase order receipt to final delivery has been under 60 days so far this model year for Traverses. The final date to submit fleet orders for 2020 model traverse is June 25th.

Thanks for your inquiry.

On Wed, Jan 29, 2020 at 4:22 PM Ramonda Greene <rgreene@townofpembrokepark.com> wrote:

Good Afternoon Peter,

It was my pleasure speaking with you. Per our conversation, would you be so kind and provide me a quote for subject vehicle. Due to the urgency of this order would you also provide the turnaround timeframe. If you should have any questions feel free to contact the office.

Thank you & Have a wonderful evening ☺

Ramonda Greene
Administrative Assistant
Public Services Division
Town of Pembroke Park

3150 S.W. 52nd Avenue
Pembroke Park, FL 33023
954-966-4600 ext. 224
954-966-9781 fax



/***** EMAIL DISCLAIMER *****/ Please note: Florida has a very broad public records law. Most written communications to or from Town Officials and employees regarding Town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

"Magic" Peter Popiel
Stingray Chevrolet
2002 N. Frontage Rd.
Plant City, FL 33563
(813) 359-5016
(813) 359-5476 *fax*
(407) 221-7600 *cell*

www.stingrayfleet.com

StingrayCHEVROLET

(Fleet and Commercial)

2002 N. Frontage Rd.
Plant City, FL 33563

Page(s) : 1/1

OFFER # 2

VEHICLE QUOTE (Florida Sheriffs' Assn Bid Award FSA19-VEL27.0)

Attention: Ramonda Greene
Agency: Town of Pembroke Park
Phone #: 954-966-4600 x225
Fax #: 954-966-9781

Date : 1/29/20

rgreene@townofpembrokepark.com

Item #: **283**

Region: Southern

Base Unit Price: \$ 26,483.00

	Description	Unit Price
1NB56-LS	2020 Utility AWD; Chevrolet Traverse LS AWD	\$ 26,483.00
	3.6L V6 eng.; stop-start system; 9 speed Auto Trans.;	
	power steering; 4 wheel ABS; 4 wheel disk brakes 17";	
	power windows + door locks; tilt/cruise; 8-passenger	
	seating (2-3-3); keyless entry; carpet & mats; backup	
	camera; bluetooth, 18" bright silver painted alum wheels;	
	carpeted floor mats	
Options:		
LS-1FL trim	Includes 8-way power driver's seat; Driver Confidence II Pkg.:	\$ 998.00
	UHY automatic emergency braking+ UEU forward collision alert+	
	UHX lane keep assist with lane departure warning+ UE4 following	
	distance indicator+ UKJ front pedestrian braking+ TQ5 IntelliBeam	
	headlamps	
GB8	Mosaic Black exterior	NC
NEWTAG	New yellow "CITY" tag	\$ 234.00
Warranty:	Basic 3 Years/100,000 miles; \$0 deductible	
	Drivetrain: 5 Years/60,000 miles; \$0 deductible	
	Corrosion: 3 Years/36,000 miles (Rust-Through 6 Years/100,000 miles)	
	Roadside Assistance: 5 Years/100,000 miles	

Total of Options: \$ \$ 1,232.00
Sub-Total Unit Quote: \$ 27,715.00

Comments: Order to Delivery: 60 days

Quoted By: "Magic" Peter Popiel
Phone #: (407) 221-7600
Office #: (813) 359-5016
Fax #: (813) 359-5476
E-mail : Ppopiel@stingraychevrolet.com Magicpeterfleet@gmail.com

MOTOR VEHICLES (25100000-19-1)**Exhibit D.2: Price Sheet - Automobiles and Cars****Commodity Code: 25101503 (AUTOMOBILES OR CARS)****Sub-Group ¹ A: AUTOMOBILE**

EPA/ Industry Class ²	Manufacturer/ Brand ³	Line Number	Representative Model ⁴	Alternate Fuel Capable ⁵	Organization Name ⁶ (AUTOFILLS)	Base Vehicle Price (\$##,###.00) ⁷	OEM Options Discount ((##%)) ⁸	Estimated Lead Time in Days (##) ¹⁰	Identified Aftermarket Option ¹¹	
EPA Class: Mid-Size Automobile	Chevrolet	14	2020 Chevrolet Malibu 4dr Sdn LS w/ 1FL (1ZC69)		Garber Chevrolet Buick GMC, Inc.	\$ 16,726.00	2%	90-120	\$ 149.00	\$ 149.00
KEY:										
N/A - Not Available										

MOTOR VEHICLES (25100000-19-1)**Exhibit D.3: Price Sheet - Minivans and Vans**

Commodity Code: 25101505 (MINIVANS OR VANS)

Sub-Group ¹	EPA/ Industry Class ²	Manufacturer/ Brand ³	Line Number	Representative Model ⁴	Alternate Fuel Capable ⁵	Organization Name ⁶ (MOTOR/LS)	Base Vehicle Price (\$##,###.00) ⁷	OEM Options Discount (##%) ⁸	Estimated Lead Time in Days (##) ⁹	Identified Alternates/Option ¹¹		
Sub-Group A: VAN, PASSENGER	Industry Class: Full Size Passenger Van (6 to 17 Passenger)	Chevrolet	14	2020 Chevrolet Express Passenger RWD 2500 135" LS (CG33406)		Garber Chevrolet Buick GMC, Inc.	\$ 23,596.00	2%	90-120	Vent./Rain Shields, Flange Mounted, Price (\$##,###.00)	Vent./Rain Shields, Tape-On, Price (\$##,###.00)	Receiver/Hitch Package, Price (\$##,###.00)
			16	2020 Chevrolet Express Passenger RWD 3500 135" LS w/LS (CG33408)		Garber Chevrolet Buick GMC, Inc.	\$ 25,298.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00
			18	2020 Chevrolet Express Passenger RWD 3500 165" LS w/LS (CG33706)		Garber Chevrolet Buick GMC, Inc.	\$ 26,426.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00
			70	2020 Chevrolet Express Cargo Van RWD 2500 135" (CG33405)		Garber Chevrolet Buick GMC, Inc.	\$ 20,956.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00
Sub-Group B: VAN, CARGO	Industry Class: 3/4 Ton Cargo Van	Chevrolet	71	2020 Chevrolet Express Cargo Van RWD 2500 155" (CG33705)		Garber Chevrolet Buick GMC, Inc.	\$ 22,886.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00
			109	2020 Chevrolet Express Cargo Van RWD 3500 135" (CG33405)		Garber Chevrolet Buick GMC, Inc.	\$ 23,376.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00
			110	2020 Chevrolet Express Cargo Van RWD 3500 155" (CG33705)		Garber Chevrolet Buick GMC, Inc.	\$ 24,106.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00

KEY:
N/A - Not Available

MOTOR VEHICLES (25100000-19-1)**Exhibit D.4.1: Price Sheet - Sport Utility Vehicles****Commodity Code: 25101507 (LIGHT TRUCKS OR SPORT UTILITY VEHICLES)**

Sub-Group ¹	EPA/Industry Class ²	Manufacturer/ Brand ³	Line Number	Representative Model ⁴	Alternate Capable ⁵	Organization Name ⁶ (Autorecall)	Base Vehicle Price (\$ex.\$ex.#0) ⁷	OEM Options Discount (75%) ⁸	Estimated Lead Time in Days (75%) ⁹	Vent / Rain Shields, Floor Mounted, Price (\$5.00) ¹⁰	Identified Aftermarket Option ¹¹				Undercarriage, Spare, Price (\$5.00) ¹²
											Vent / Rain Shields, Floor-Mounted, Price (\$5.00) ¹³	Utility Seating, LED, Price (\$5.00) ¹⁴	Recovery / Litch, Pressure, Price (\$5.00) ¹⁵		
Sub-Group A: SPORT UTILITY VEHICLE, 2WD	EPA Class: Small Sport Utility Vehicle, 2WD	Chevrolet	1	2020 Chevrolet Equinox FWD 4dr LS (1XZ26)		Gardner Chevrolet Buick GMC, Inc.	\$ 20,676.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	N/A	
			3	2020 Chevrolet Trax FWD 4dr LS (1JUT9)		Gardner Chevrolet Buick GMC, Inc.	\$ 16,096.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	N/A	
			30	2020 Chevrolet Traverse FWD 4dr LS w/ FFL (1NBS6)		Gardner Chevrolet Buick GMC, Inc.	\$ 25,668.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	N/A	
Sub-Group B: SPORT UTILITY VEHICLE, AWD INCLUDING ALL WHEEL DRIVE CAWD-11	EPA Class: Small Sport Utility Vehicle, AWD	Chevrolet	42	2020 Chevrolet Equinox AWD 4dr LS (1XZ26)		Gardner Chevrolet Buick GMC, Inc.	\$ 22,376.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	\$ 596.00	
			43	2020 Chevrolet Equinox AWD 4dr LT w/ ZFL (1XZ26)		Gardner Chevrolet Buick GMC, Inc.	\$ 23,896.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	\$ 596.00	
			44	2020 Chevrolet Trax AWD 4dr LS (1JUT9)		Gardner Chevrolet Buick GMC, Inc.	\$ 20,426.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	\$ 596.00	
EPA Class: Standard Sport Utility Vehicle, AWD		Chevrolet	73	2020 Chevrolet Traverse AWD 4dr LS (1NVS6)		Gardner Chevrolet Buick GMC, Inc.	\$ 26,596.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00	\$ 596.00	\$ 596.00	
KEY:															
N/A - Not Available															

MOTOR VEHICLES (25100000-19-1)

Exhibit D-4.2: Price Sheet - Trucks Under One Ton

Commodity Code: 25101507 (LIGHT TRUCKS OR SPORT UTILITY VEHICLES)

Sub-Group ³	EPA Industry Class ²	Manufacturer Brand ¹	Line Number	Representative Model ⁴	Alternate Fuel Capable ⁵	Organization Name ⁶ (AutosPlus)	Base Vehicle Price (\$19,248.00) ⁷	OEI Options Discount (%) ⁸	Estimated Lead Time in Days (48H) ⁹	Year 1 Run/Shutdown/Change Over Price (\$2,449.00)	Year 1 Run/Shutdown/Change Over Price (\$2,449.00)	Identified Alternative Option ¹¹	Strike Body, Common Rail, (14.4L/4000)	Strike Body, 1000/4000L, (14.4L/4000)	Undercarriage, Saver, Drive (14.4L/4000)
Sub-Group C: TRUCK UNDER ONE TON, PICKUP, 2WD	EPA Class: Compact Pickup Truck, 2WD	Chevrolet	2	2020 Chevrolet Colorado Crew Cab 128.3" 2WD 2WT (12M43)		Garber Chevrolet	\$ 22,128.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			4	2020 Chevrolet Colorado Crew Cab 146.5" 2WD 2WT (12143)		Garber Chevrolet	\$ 24,268.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			6	2020 Chevrolet Colorado Ext Cab 128.3" 2WD 2WT (12M53)		Garber Chevrolet	\$ 20,998.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			23	2020 Chevrolet Silverado 1500 2WD Crew Cab 147.4" w/ 1WT (CC10543)		Garber Chevrolet	\$ 22,886.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			25	2020 Chevrolet Silverado 1500 2WD Crew Cab 156.9" w/ 1WT (CC10743)		Garber Chevrolet	\$ 23,178.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			26	2020 Chevrolet Silverado 1500 2WD Double Cab 147.4" w/ 1WT (CC10753)		Garber Chevrolet	\$ 20,746.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			28	2020 Chevrolet Silverado 1500 2WD Reg Cab 139.5" w/ 1WT (CC10803)		Garber Chevrolet	\$ 19,916.00	2%	90-120	\$ 129.00	\$ 129.00	\$ 596.00			
			59	2020 Chevrolet Silverado 2500HD 2WD Crew Cab 156.9" w/ 1WT (CC20743)		Garber Chevrolet	\$ 27,846.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			61	2020 Chevrolet Silverado 2500HD 2WD Crew Cab 172" w/ 1WT (CC20843)		Garber Chevrolet	\$ 27,946.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			63	2020 Chevrolet Silverado 2500HD 2WD Double Cab 146.4" w/ 1WT (CC20753)		Garber Chevrolet	\$ 25,946.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
EPA Class: Compact Pickup Truck, 4WD	Chevrolet	Chevrolet	65	2020 Chevrolet Silverado 2500HD 2WD Double Cab 162.4" w/ 1WT (CC20953)		Garber Chevrolet	\$ 26,166.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			67	2020 Chevrolet Silverado 2500HD 2WD Reg Cab 141.5" w/ 1WT (CC20803)		Garber Chevrolet	\$ 24,886.00	2%	90-120	\$ 129.00	\$ 129.00	\$ 596.00			
			82	2020 Chevrolet Colorado Crew Cab 128.3" 4WD 4WT (12M43)		Garber Chevrolet	\$ 26,268.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			
			84	2020 Chevrolet Colorado Crew Cab 140.5" 4WD 4WT (12143)		Garber Chevrolet	\$ 26,998.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00			

MOTOR VEHICLES (25100000-19-1)

Exhibit D.4.2: Price Sheet - Trucks Under One Ton

Commodity Code: 25101507 (LIGHT TRUCKS OR SPORT UTILITY VEHICLES)

Sub-Group ³	EPA Industry Class ²	Manufacturer/Brand ¹	Line Number	Representative Model ⁴	Alternate Fuel Capable ⁵	Organization Name ⁶ (Autofiles)	Base Vehicle Price (\$25,000.00) ⁷	OEI Options Discount (%) ⁸	Estimated Lead Time in Days ⁹	Unit/Pair, Subtotal, Change, Net Price, Taxes, (12,125.00)	Unit/Pair, Subtotal, Change, Net Price, Taxes, (12,125.00)	Identified Alternative Option ¹¹	Service Mark, 80, (12,125.00)	Undercarriage, Servicing Price, (12,125.00)
Sub-Group D: BLACK UNDER ONE TON PICKUP, AWD	EPA Class: 1/2 Ton Pickup Truck, AWD	Chevrolet	88	2020 Chevrolet Colorado Ext Cab 128.3" AWD 4WT (12M53)		Gardner Chevrolet Buick GMC, Inc.	\$ 24,208.00	2%	90-120	\$ 146.00	\$ 149.00	\$ 596.00		\$ 596.00
			103	2020 Chevrolet Silverado 1500 AWD Crew Cab 147.2" w/ 1WT (CK30843)		Gardner Chevrolet Buick GMC, Inc.	\$ 25,526.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			105	2020 Chevrolet Silverado 1500 AWD Crew Cab 156.9" w/ 1WT (CK30743)		Gardner Chevrolet Buick GMC, Inc.	\$ 26,808.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			107	2020 Chevrolet Silverado 1500 AWD Double Cab 141.4" w/ 1WT (CK30733)		Gardner Chevrolet Buick GMC, Inc.	\$ 23,376.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			108	2020 Chevrolet Silverado 1500 AWD Reg Cab 139.5" w/ 1WT (CK30803)		Gardner Chevrolet Buick GMC, Inc.	\$ 23,766.00	2%	90-120	\$ 129.00	\$ 129.00	\$ 596.00		\$ 596.00
			139	2020 Chevrolet Silverado 2500HD AWD Crew Cab 158.5" w/ 1WT (CK30743)		Gardner Chevrolet Buick GMC, Inc.	\$ 29,816.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			141	2020 Chevrolet Silverado 2500HD AWD Crew Cab 172" w/ 1WT (CK30843)		Gardner Chevrolet Buick GMC, Inc.	\$ 29,806.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			143	2020 Chevrolet Silverado 2500HD AWD Double Cab 149.4" w/ 1WT (CK30753)		Gardner Chevrolet Buick GMC, Inc.	\$ 27,658.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			145	2020 Chevrolet Silverado 2500HD AWD Double Cab 162.4" w/ 1WT (CK30953)		Gardner Chevrolet Buick GMC, Inc.	\$ 28,146.00	2%	90-120	\$ 149.00	\$ 149.00	\$ 596.00		\$ 596.00
			147	2020 Chevrolet Silverado 2500HD AWD Reg Cab 141.5" w/ 1WT (CK30903)		Gardner Chevrolet Buick GMC, Inc.	\$ 26,656.00	2%	90-120	\$ 129.00	\$ 129.00	\$ 596.00		\$ 596.00

KEY:

N/A - Not Available

Commodity Code: 25101507 (LIGHT TRUCKS OR SPORT UTILITY VEHICLES)

[illegible]



Vehicle: [Fleet] 2020 Chevrolet Traverse (1NC56) FWD 4dr LT Cloth w/1LT





Vehicle: [Fleet] 2020 Chevrolet Traverse (1NC56) FWD 4dr LT Cloth w/1LT (✓ Complete)

ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
UD7	Rear Park Assist with audible warning (On FWD, included and only available with (ZL3) Convenience and Driver Confidence Package. Standard on AWD.)	Inc.
UFG	Rear Cross Traffic Alert (On FWD, included and only available with (ZL3) Convenience and Driver Confidence Package. Standard on AWD.)	Inc.
UKC	Lane Change Alert with Side Blind Zone Alert (On FWD, included and only available with (ZL3) Convenience and Driver Confidence Package. Standard on AWD.)	Inc.

ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
ZL3	Convenience and Driver Confidence Package includes (IOS) Chevrolet Infotainment 3 Plus system with 8" diagonal HD color touchscreen, (UDD) multi-color Driver Information Center display, (KA1) heated front seats, (UG1) Universal Home Remote, (BTV) Remote Start, (TB5) rear power liftgate, (UKC) Lane Change Alert with Side Blind Zone Alert, (UFG) Rear Cross Traffic Alert and (UD7) Rear Park Assist (Available on FWD. Standard on AWD.)	\$1,795.00

ADDITIONAL EQUIPMENT - LPO

CODE	DESCRIPTION	MSRP
VXW	LPO, Molded assist steps Included with (PCX) 'Hit The Road' Package, LPO. Not available with (VQK) molded front and rear splash guards, LPO. Not available separately when (PCX) "Hit The Road Package" is ordered. Not available with exterior colors (GCG) Stone Gray Metallic, (GLR) Black Cherry Metallic or (GLU) Midnight Blue Metallic.)	\$780.00

PREFERRED EQUIPMENT GROUP

CODE	DESCRIPTION	MSRP
1LT	LT Cloth Preferred Equipment Group Includes Standard Equipment	\$0.00

SEATING ARRANGEMENT

CODE	DESCRIPTION	MSRP
ABE	Seating, 7-passenger (2-2-3 seating configuration) (STD)	\$0.00

SEAT TYPE

CODE	DESCRIPTION	MSRP
AR9	Seats, front bucket (STD)	\$0.00

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Data Version: 9754. Data Updated: Nov 25, 2019 10:52:00 PM PST.

**FSA18-VEL26.0 Police Rated, Administrative, Utility Vehicles, Trucks and Vans
Price Protected GM Items Vendor Directory**

Company	Address	City	State	Zip Code	First Name	Last Name	Phone Number	Mobile Number	Fax Number	Email Address
AS Auto Nation Chevrolet Pembroke Pines	8600 Pines Blvd.	Pembroke Pines	FL	33024	David	Fridgant	954-447-2150	954-290-9221	954-441-2004	fridgantd@autonation.com
Garber Chevrolet Buick GMC	3340 Hwy 17	Green Cove Springs	FL	32043	Ryan	Davis	904-264-2442	904-476-2155	904-284-0054	rdavis@garberautomall.com
SS Stingray Chevrolet	2002 N Frontage Rd	Plant City	FL	33563	Peter	Popiel	813-473-2002	407-221-7600	813-359-5476	magicpeterfleet@gmail.com

2020 Chevy
magicpeterfleet@
gmail.com

Stingray Chevy
(813) 473-
2002

Ver 100918

RESOLUTION NO. 2020-016

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER AN AGREEMENT WITH GARBER CHEVROLET BUICK GMC FOR THE PURCHASE OF ONE MOTOR VEHICLE; AUTHORIZING THE TOWN MANAGER AND APPROPRIATE TOWN OFFICIALS TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE OF THE MOTOR VEHICLE; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Commission desires to purchase one (1) motor vehicle for use by Town staff in their official Town duties; and

WHEREAS, Section 2-126(c)(5), Pembroke Code of Ordinances, allows the Town to purchase commodities or services that are the subject of contracts with the State of Florida, its political subdivisions, or other governmental entities located within the State of Florida, without the requirement for competitive bidding or competitive proposals provided that the contract expressly permits or the vendor agrees to allow the Town to purchase on the same terms and conditions as stated in the contract; and

WHEREAS, the State of Florida Department of Management Services has entered into a Purchasing Contract with Garber Chevrolet Buick GMC under Purchasing Contract # 02-25100000-G for motor vehicle purchases; and

WHEREAS, Garber Chevrolet Buick GMC has agreed to allow Town to purchase one motor vehicle under the same terms and conditions as the State of Florida Department of Management Services Purchasing Contract; and

WHEREAS, the Town Commission desires to purchase the one (1) motor vehicle from Garber Chevrolet Buick GMC for a total purchase price not to exceed Thirty Thousand Dollars

(\$30,000.00).

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

Section 1: That the Town is authorized and directed to make and enter into an agreement with Garber Chevrolet Buick GMC for the purchase of one (1) 2020 Chevrolet Traverse Front Wheel Drive Four-Door motor vehicle for use by Town employees for a purchase price not to exceed \$30,000.00 as per the agreement with Garber Chevrolet Buick GMC on file with the Town Clerk and by reference made a part hereof.

Section 2: That the Town Manager or other appropriate Town officials are authorized and directed to execute any and all documents necessary to complete the purchase of the one (1) motor vehicle from Garber Chevrolet Buick GMC.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 4: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

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Section 8: That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED, this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

RESOLUTION NO. 2020-017_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO ENTER INTO THE MEMORANDUM OF AGREEMENT BETWEEN FLORIDA DIVISION OF EMERGENCY MANAGEMENT AND THE TOWN OF PEMBROKE PARK; AUTHORIZING AND DIRECTING THE MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID MEMORANDUM OF AGREEMENT FOR AND ON BEHALF OF TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Florida Division of Emergency Management (“Division”) has established a system of communications and warning to ensure that the state’s population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions pursuant to Section 252.35(2)(a)6 of the Florida Statutes; and

WHEREAS, the Division has executed a contract with Everbridge, Inc. for the provision of the Statewide alert and mass notification services in support of its AlertFlorida Initiative; and

WHEREAS, the Division is funding and providing the notification system at no local cost to eligible local governments for the term of July 1, 2019 through June 30, 2020 and subsequent contract renewals, if any; and

WHEREAS, the Town desires to utilize the notification system provided by the Division to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or transiting through the Town; and

WHEREAS, it is necessary for the parties to enter into a Memorandum of Agreement setting forth the terms and conditions for the Town’s use of the alert system provided by Everbridge, Inc.

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

Section 1: That the Town is authorized to make and enter into the Memorandum of Agreement Between the Florida Division of Emergency Management and Town of Pembroke Park, said Agreement being on file with the Town Clerk and by reference made a part hereof.

Section 2: That the Mayor and appropriate Town officials are hereby authorized and directed to execute and deliver said Memorandum of Agreement for and on behalf of the Town.

Section 3: That all Resolutions or parts of Resolutions in conflict herewith be and the same are superseded to the extent of such conflict.

Section 4: That this Resolution shall be in force and take effect upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

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MEMORANDUM OF AGREEMENT
BETWEEN THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT AND
THE [INSERT POLITICAL SUBDIVISION NAME HERE]

This Memorandum of Agreement (the "Agreement") is made and entered into by the Florida Division of Emergency Management (hereinafter referred to as the "Division") and the [INSERT POLITICAL SUBDIVISION/OFFICE NAME HERE] (hereinafter referred to as the "Subdivision"), (hereinafter collectively referred to as the "Parties").

WHEREAS, Section 252.35(2)(a)6 of the Florida Statutes, requires the Division to establish a system of communications and warning to ensure that the state's population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions; and,

WHEREAS, the Division has executed contract DEM-D0003/RFQ-DEM-18-19-021 ("Contract") with Everbridge, Inc. (hereinafter referred to as the "Contractor") for the provision of Statewide alert and mass notification services in support of its AlertFlorida Initiative, (hereinafter referred to as the "notification system"); and,

WHEREAS, the Division is funding and providing the notification system at no local cost to eligible subdivisions for the term of July 1, 2019 through June 30, 2024 and subsequent Contract renewals (if any), contingent upon an annual appropriation by the Florida Legislature; and,

WHEREAS, Section 252.38 of the Florida Statutes establishes Emergency Management powers of political subdivisions and constructs safeguarding the life and property of its citizens as an innate responsibility of the governing political body of each political subdivision of the State; and,

WHEREAS, the Subdivision desires to utilize the notification system provided by the Division to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or transiting through their political subdivision, while performing its powers under Section 252.38, F.S.

NOW, THEREFORE, in consideration of the cooperative effort between the Parties contained herein, the Parties agree as follows:

1. TERM OF AGREEMENT

This Agreement is effective on the date of execution by the last-signing party and shall remain in effect for the duration of services provided under contract DEM-D0003, and shall automatically renew as long as the Division continues to provide this contractual service to eligible entities defined in this and subsequent contracts.

2. DUTIES AND RESPONSIBILITIES

A. Division of Emergency Management

The Division:

- I. Has assigned a contract manager for the notification system pursuant to Section 287.057(14), F.S. who will enforce the performance of the contract terms and conditions and serve as a liaison with the Contractor.
- II. Reserves the right to access any political subdivision's account or organization in the system for purposes of contract management, and to monitor system activity and usage.
- III. Will limit the number of personnel with high-level administrative access credentials to the system, and will take reasonable efforts to prevent the unauthorized disclosure of contact information protected under Section 119.071(5)(j), F.S.
- IV. Reserves the right to launch a statewide notification to all available "opt-in" contact data in the system resulting from a catastrophic natural or technological disaster, a widespread public health emergency, an imminent or actual attack of a foreign military power, or a similar emergency where a delay to coordinate locally-initiated notifications would endanger the health and safety of the State's population.
- V. Reserves the right to require certain notification subscription options be set to "mandatory" in a subdivision's public-facing opt-in portal, including:
 - a. Tornado Warnings
 - b. Flash Flood Warnings
 - c. Hurricane Warnings
 - d. Statewide Notifications
 - e. Countywide Notifications
- VI. Will, upon termination of the Contract, distribute the system's recipient contact data to the Subdivision as specified in Minimum Support Requirement number eight of the Contract's Scope of Work.

B. [SUBDIVISION NAME]

The Subdivision:

- I. Acknowledges the terms and conditions of the Division's Contract, which is attached hereunto, and agrees to abide by the applicable terms thereof, specifically, the Contractor's End User License Agreement, incorporated in the Contract as Exhibit "C" and the Contractor's Acceptable Use Policy, available via <https://www.everbridge.com/about/legal/acceptable-use-policy/>
- II. Agrees to place a "powered by AlertFlorida" icon that shall encompass no greater or less than 10% of the banner image of the Subdivision's public-facing opt-in portal(s) for continuity with statewide branding.
- III. Acknowledges the following authorized uses of the system and

agrees to limit use of the system to those uses, defined by the Division as the following categories of notifications:

- a. Population protective actions, such as evacuation orders, shelter-in-place warnings, boil water notices, and similar actions;
 - b. Emergency preparedness and response information, such as the availability of sand bag stations for flood-fighting efforts, notification of planned or anticipated disruption of municipal services & municipal or commercial utilities, the establishment of emergency shelters, implementation of curfews and other law enforcement security measures, the designation of security zones around specific planned events, the establishment of keywords for event-specific messaging, and other similar messaging that conveys a change in the Subdivision's steady-state operational posture;
 - c. Disaster recovery information, such as the location of disaster recovery centers, availability of voluntary agency or governmental disaster recovery assistance, and updates on debris clearance and the allowance of re-entry into a portion of the Subdivision impacted by a disaster.
 - d. Emergency preparedness exercises, including operational tests of notification capability and public notification of functional or full-scale public safety and emergency management exercises occurring within the jurisdiction.
 - e. Law enforcement searches, for a missing person or a manhunt for escaped convicts or suspects evading arrest.
 - f. Automated weather warnings, provided by the National Weather Service.
 - g. Notification and recall of Subdivision employees, contractors, and other response partners, that support the activation of the Subdivision's Emergency Operations Center or supplement the staffing of existing public safety response and recovery functions, including the staffing of specialty response teams.
- IV. Acknowledges that while the Contract provides access to Integrated Public Alert and Warning System (IPAWS) and Emergency Alert System (EAS) initiation features, the Division will NOT approve requests for Collaborative Operating Group (COG) licenses that originate from political subdivisions below the COUNTY level, as the alerting systems accessible through IPAWS are capable of transmitting alerts across jurisdictional boundaries.
- V. Agrees to make a reasonable effort to supply the Division with requested information about any existing or recent local contracts for mass notification services, for the purpose of developing quantitative cost impact and qualitative notification capability measures in support of legislative budget requests for continued funding of the

initiative.

- VI. Agrees to develop a written Standard Operating Procedure (SOP) that governs access to and use of the notification system within the Subdivision, to include, at minimum, the following topics:
- a. Defining the local organization administrator(s);
 - b. Defining procedures for requesting administrative access within the jurisdiction and the training requirements for granting such access;
 - c. Establishing a message drafting and approval process;
 - d. Discussing the difference between “opt-in” and “opt-out” contact data, limiting the use of “opt-out” data to imminent or actual life threatening emergencies, and considering the time of day when initiating notifications that use “opt-out” data; and,
 - e. Specifying the responsibility and frequency of periodically reviewing all administrative user accounts within the County’s organization(s) to validate the continued relationship and need for access of each current user.

The SOP must be developed within sixty (60) days of the effective date of this Agreement and is subject to review by the Division at any time during the Agreement.

- VII. Acknowledges that the Contractor provides additional notification system capabilities and services which are not covered under the Division’s Contract for the notification system (hereinafter referred to as “non-covered services”). If the Subdivision desires to enhance their notification capabilities by adding non-covered services to their organization(s), then the Subdivision will be responsible for any additional costs incurred as a result of adding those services, plus any costs arising from technical support of the non-covered services, payable directly to the Contractor. The Subdivision will notify the Division of its intent to add non-covered services prior to deployment, and will provide an additional notification after deployment, with the intent of maintaining visibility on the Contractor’s provision of support and maintenance on covered features.

3. POINTS OF CONTACT

The Parties shall direct all matters arising in connection with the performance of this Agreement to the attention of the respective contact person(s) named below for resolution or action:

For the Division:

Andrew Sussman, Hurricane Program
Manager/AlertFlorida Contract Manager
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399
Telephone: 850-815-4110

For the Subdivision:

NAME
TITLE
ADDRESS
CITY, STATE ZIP
Telephone: (XXX) XXX-XXXX

Email: Andrew.Sussman@em.myflorida.com

Email: Name@email.com

4. TERMINATION OF AGREEMENT

The Parties may terminate this Agreement at any time upon thirty (30) days' written notice to the contact person(s) specified herein.

5. LIABILITY

Each Party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. Nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of Section 768.28, F.S. Nothing herein shall be construed as consent by either Party to be sued by third parties.

6. ATTACHMENTS

The following attachments are incorporated hereunto by reference:

A. Attachment 1 – Definitions

B. Attachment 2 – Contract DEM-D0003 between the Division and the Contractor.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates appearing beneath their respective signatures.

**FLORIDA DIVISION OF
EMERGENCY MANAGEMENT**

**[POLITICAL SUBDIVISION
& OFFICE NAME]**

By: _____

By: _____

[Name, Title]

Date

Date

**[Add additional lines for approvals,
attestations, filings, or seals as
needed]**

Attachment 1 – Definitions

Account – An account is the access point to the web-based Everbridge Mass Notification Solution which is an integrated component of Everbridge’s Unified Critical Communication Suite (“Everbridge Platform”). Accounts are segmented into Organizations and are typically segmented further into numerous groups.

Contact – Individuals who may receive notifications from or through the notification system, including any individual person who provides their personal contact information through an opt-in portal.

Opt-In – The process whereby a contact subscribes to receive notifications through an organization-specific web portal, or by sending the Subdivision’s keyword(s) or zip code(s) to an established SMS short code.

Opt-Out – Contact and address point data loaded into the Everbridge Platform by a political subdivision without the intervention of the contact.

Organization – In the Everbridge Platform, an organization (“Org”) contains a contact database and the capability to send notifications. Each Org has a mapping feature that allows users to send notifications based on registered locations of contacts. Orgs can be configured with a variety of settings and users can view and create numerous reports.

User – Individuals assigned roles and granted permission to manage users, manage contacts and groups, edit settings, and/or send notifications within the Everbridge Platform.

A & A PARTS & CARTS, LLC

2360 S.W. 56 Ave.
West Park, FL 33023
Ph: 954-966-7725
Fax: 954-966-7726

PROPOSAL#	
10/24/2019	3008

Name / Address
TOWN OF PEMBROKE PARK 3150 S.W. 52nd AVE. PEMBROKE PARK, FL 33023 PH: 954-966-4600

Ship To
CUSTOMER PICK UP

P.O. No.		Terms	Due Date	Rep	FOB	Ship Via	
		C.O.D.	10/24/2019	STM			
Item	Qty	Description				Unit Price	Total
GC-PRECEDE...	1	2016 CLUB CAR MODEL: PRECEDENT GASOLINE COLOR: WHITE WITH WHITE SEATS ENGINE: 4 CYCLE, OHC, 404 CC, FUEL INJECTION, 14 HORSEPOWER (10.4 KW) RATED ENGINE @ 3600 RPM (PER SAE J 1940), SINGLE CYLINDER, AIR COOLED, WITH SPLASH LUBRICATION SYSTEM ***REG. PRICE \$6,600.00*** INCLUDES: FACTORY 4 PASSENGER KIT FACTORY EXTENDED ROOF HEADLIGHT AND TAILLIGHT HORN WINDSHIELD S/N: T.B.A. DISCOUNT				6,200.00	6,200.00
Discount						-200.00	-200.00
					Subtotal		
					\$6,000.00		

Print Name _____

Date _____

Signature _____

A & A PARTS & CARTS, LLC

2360 S.W. 56 Ave.
West Park, FL 33023
Ph: 954-966-7725
Fax: 954-966-7726

PROPOSAL#	
10/24/2019	3009

Name / Address
TOWN OF PEMBROKE PARK 3150 S.W. 52nd AVE. PEMBROKE PARK, FL 33023 PH: 954-966-4600

Ship To
CUSTOMER PICK UP

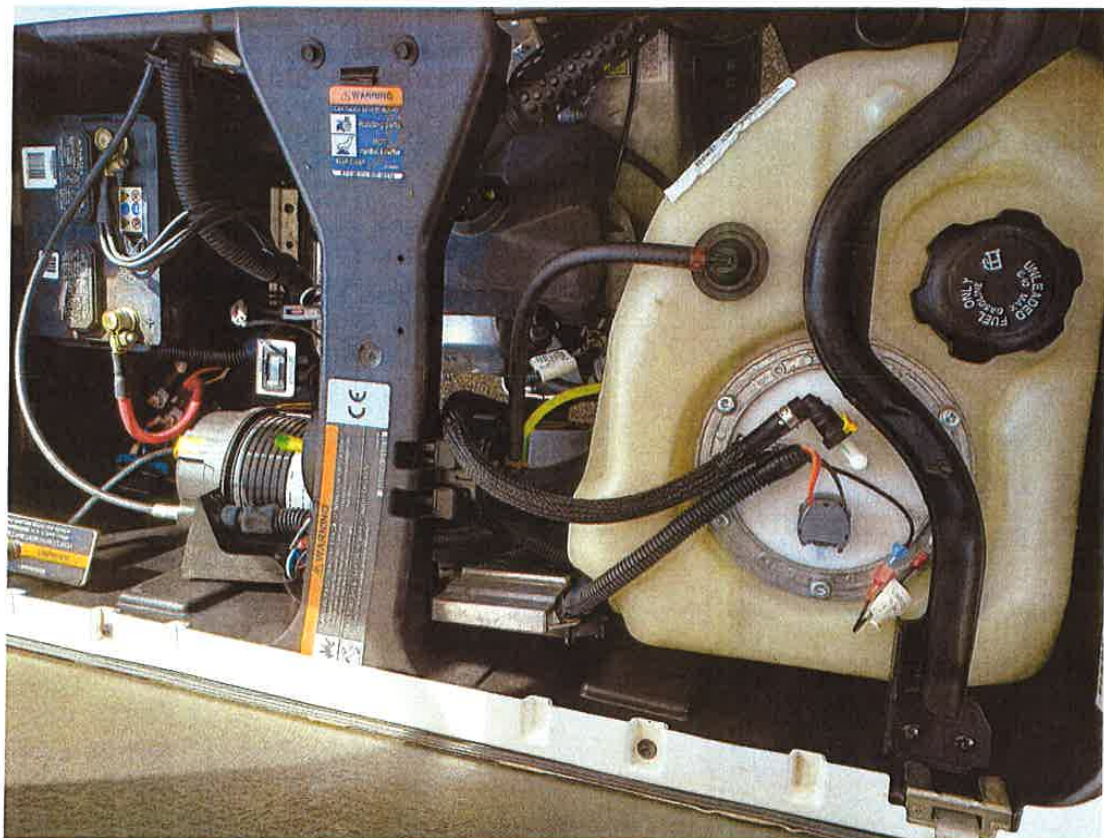
P.O. No.		Terms	Due Date	Rep	FOB	Ship Via	
		C.O.D.	10/24/2019	STM			
Item	Qty	Description				Unit Price	Total
GC-PRECEDE...	1	2016 CLUB CAR MODEL: PRECEDENT GASOLINE COLOR: WHITE WITH WHITE SEATS ENGINE: 4 CYCLE, OHC, 404 CC, FUEL INJECTION, 14 HORSEPOWER (10.4 KW) RATED ENGINE @ 3600 RPM (PER SAE J 1940), SINGLE CYLINDER, AIR COOLED, WITH SPLASH LUBRICATION SYSTEM ***REG. PRICE \$6,600.00*** INCLUDES: 54" STANDARD ROOF HEADLIGHT AND TAILLIGHT HORN WINDSHIELD S/N: T.B.A.				6,000.00	6,000.00
PA-BOX-015A Discount	1	ALUMINIUM UTILITY BOX WITH MOUNTING KIT DISCOUNT				0.00 -200.00	0.00 -200.00

		Subtotal	\$5,800.00
		Sales Tax (0.0%)	\$0.00
		Total	\$5,800.00

Print Name _____

Signature _____

Date _____







A & A PARTS & CARTS, LLC

2360 S.W. 56 Ave.
West Park, FL 33023
Ph: 954-966-7725
Fax: 954-966-7726

	PROPOSAL#
10/24/2019	3006

Name / Address
TOWN OF PEMBROKE PARK 3150 S.W. 52nd AVE. PEMBROKE PARK, FL 33023 PH: 954-966-4600

Ship To
CUSTOMER PICK UP

P.O. No.		Terms	Due Date	Rep	FOB	Ship Via	
		C.O.D.	10/24/2019	STM	WEST PARK		
Item	Qty	Description				Unit Price	Total
GC-Ezgo-TXT ...	1	2016 EZ-GO TXT T48 ELECTRIC, 48 VOLT, COLOR: GREEN DRIVETRAIN: MOTOR SHAFT DIRECT DRIVE STEERING: SELF-COMPENSATING RACK AND PINION SUSPENSION: LEAF SPRINGS WITH HYDRAULIC SHOCK ABSORBERS SERVICE: BRAKE REAR WHEEL MECHANICAL SELF-ADJUSTING DRUM PARKING: BRAKE SELF-COMPENSATING, SINGLE POINT ENGAGEMENT S/N: T.B.A.				5,000.00	5,000.00
TOP	1	54" STANDARD ROOF				0.00	0.00
BA-GBAP8000	6	8 VOLT BATTERY POWERTRON 8000/ELPT BAYONET CAT HEAVY DUTY (EXCHANGE PRICE)				0.00	0.00
CH-Charger	1	DELTA Q 48 VOLT CHARGER S/N#: T.B.A.				0.00	0.00
PA-BOX-011A	1	Aluminum Utility Box w/ Mounting Kit, E-Z-Go TXT 96+				0.00	0.00
PA-WIN-3024	1	2 PCS WINDSHIELD, CLEAR, FOR EZGO TXT 2014+, IMPACT MODIFIED				0.00	0.00
PA-LIGHT TX...	1	EZGO TXT T-48 BASIC LED LIGHT KIT (GAS & ELECTRIC) INCLUDES HEADLIGHT & TAILLIGHTS				0.00	0.00
Discount		SPECIAL DISCOUNT				-200.00	-200.00
					Subtotal		
					\$4,800.00		

Print Name _____

Signature _____

Date _____

A & A PARTS & CARTS, LLC

2360 S.W. 56 Ave.
West Park, FL 33023
Ph: 954-966-7725
Fax: 954-966-7726

PROPOSAL#

10/24/2019

3007

Name / Address

TOWN OF PEMBROKE PARK
3150 S.W. 52nd AVE.
PEMBROKE PARK, FL 33023
PH: 954-966-4600

Ship To

CUSTOMER PICK UP

P.O. No.		Terms	Due Date	Rep	FOB	Ship Via	
		C.O.D.	10/24/2019	STM	WEST PARK		
Item	Qty	Description				Unit Price	Total
GC-Ezgo-TXT ...	1	2016 EZ-GO TXT T48 ELECTRIC, 48 VOLT, COLOR: GREEN DRIVETRAIN: MOTOR SHAFT DIRECT DRIVE STEERING: SELF-COMPENSATING RACK AND PINION SUSPENSION: LEAF SPRINGS WITH HYDRAULIC SHOCK ABSORBERS SERVICE: BRAKE REAR WHEEL MECHANICAL SELF-ADJUSTING DRUM PARKING: BRAKE SELF-COMPENSATING, SINGLE POINT ENGAGEMENT S/N: T.B.A.				5,200.00	5,200.00
TOP	1	80" EXTENDED ROOF				0.00	0.00
BA-GBAP8000	6	8 VOLT BATTERY POWERTRON 8000/ELPT BAYONET CAT HEAVY DUTY (EXCHANGE PRICE)				0.00	0.00
CH-Charger	1	DELTA Q 48 VOLT CHARGER S/N#: T.B.A.				0.00	0.00
PA-PF11301	1	REAR SEAT KIT BASIC TXT TAN FLIP SEAT ASSY				0.00	0.00
PA-WIN-3024	1	2 PCS WINDSHIELD, CLEAR, FOR EZGO TXT 2014+, IMPACT MODIFIED				0.00	0.00
PA-LIGHT TX...	1	EZGO TXT T-48 BASIC LED LIGHT KIT (GAS & ELECTRIC) INCLUDES HEADLIGHT & TAILLIGHTS				0.00	0.00
Discount		SPECIAL DISCOUNT				-200.00	-200.00
					Subtotal \$5,000.00		
					Sales Tax (0.0%) \$0.00		
					Total \$5,000.00		
Print Name _____							
Signature _____							

Print Name

Signature

Date







Broward Electric Car & Equipment

4100 Ravenswood Road
Suite A
Ft. Lauderdale, FL 33312

P 954-925-2400 F 954-925-8444

www.browardelectriccar.com



CUSHMAN



Vehicle Quote

Quote: 91551
Date 10/23/2019
Terms Net 30
PO # REQUIRED
Rep MC

Bill To: 0001620

Pembroke Park, The Town Of
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

Ship To:

Pembroke Park, The Town Of
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

Ordered By:	Chris McKine	Phone	954-275-2804	email	twilde	@ townofpembrokepark.com	
Make/Model	EZGO TXTE-UT 48V PDS	Year	2016	S/N	T.B.D.	Electric	
Charger	48V Automatic					NLI#	
Qty	Item	Description				Price	Total
1.00	16-TXTE-48V	EZGO 2016 TXTE 48V PDS Golf Car USED - RECONDITIONED Feature reverse warning indicator, Console w/4 cup drink holder, center storage basket, Tires: 18 x 8.50 x 8" Used Street Design, 48V electrical system, Power drive speed control PDS, 48V charger, 6-8V 2016 Battery Pack, Std. Speed 14 +/- .5 mph. BEC LIMITED WARRANTY: 4- Months Parts & Labor				3,400.00	3,400.00
		Body Color: ALMOND Seat Color: TAN					
6.00	Battery Fee	State Battery Fee, FL Statute 403.7185				1.50	9.00
4.00	Tire Fee	State Tire Fee, FL Statute 403.718				1.00	4.00
1.00	SEAT-311T+I	Seat Kit 4 Passenger Flip EZ-GO TXT 96-Up G&E Steel Frame, Seats, Cargo Deck & Footrest. INSTALLED Tan				550.00	550.00
1.00	Transport Discount	Transportation Delivery: Vehciel Sale The Town Of Pembroke Park				100.00 -200.00	100.00 -200.00
		Lead Time 2-3 Days					
Vehicle Quote Terms		Quote is honored for 30-Days or while supplies last.				Subtotal	\$3,863.00
		AUTHORIZED SIGNATURE is Required for Approvals. ALL Vehicle Sales are COD. Some Orders may be Require 50% Deposit.				Sales Tax (0.0%)	\$0.00
		PAYMENT: I.D. Required for All Checks and Subject to 7-10 day Hold, Credit Card Charges over \$500 subject to 2.0% Convenience Fee.				Total	\$3,863.00

Accepted By: X

Print:

Date:

Thank You For The Opportunity To Provide This Quote on Our Line of Vehicles







Broward Electric Car & Equipment

4100 Ravenswood Road
Suite A
Ft. Lauderdale, FL 33312

P 954-925-2400 F 954-925-8444

www.browardelectriccar.com



CUSHMAN.



Vehicle Quote

Quote: 91548
Date: 10/23/2019
Terms: Net 30
PO #: REQUIRED
Rep: MC

Bill To: 0001620

Pembroke Park, The Town Of
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

Ship To:

Pembroke Park, The Town Of
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

Ordered By:	Chris McKine	Phone	954-275-2804	email	twilde	@	townofpembrokepark.com
Make/Model	EZGO TXT Lifted Valor Gas	Year	2019	S/N	3416028-J2119	Gasoline	
Charger	N/A					NLI#	
Qty	Item	Description			Price	Total	
1.00	628444-2019	EZGO 2019 TXT LIFTED VALOR GASOLINE MODEL #628444 NEW Features: 13.5 HP Single-Cylinder OHV, 401cc Air Cooled Kawasaki Engine, Carburetor Fuel Control, Powertrain: Truck Clutch, 12V. Battery Maintenance Free, Fuel Cap 6.2 Gal., Suspension: Leaf Spring w/Shocks, Frame: Welded Steel w/DuraShield Coating, Body Injection Molded TPO, Lights: Head-Tail & Horn, Brakes: Rear Wheel Mechanical Self Adjust Drum, Seating Cap. 2, Tires: Kenda K500 20 x 8-10 on Black Steel Wheel, Seating Cap. 2, Speed 16mph +/- 0.5. Standard Body Colors: Black or Electric Blue Standard Seat Colors: Tan or Black Vehicle Color: Metallic Charcoal Seat Color: Gray			6,000.00	6,000.00	
1.00	Nonstocking	State Battery Fee, FL Statute 403.7185			0.00	0.00	
1.00	Battery Fee	State Tire Fee, FL Statute 403.718			1.50	1.50	
4.00	Tire Fee	Top Kit 54" TXT 13+ Black			1.00	4.00	
1.00	751252PKG	Bed, Aluminum Box Kit 30"Lx42"Wx8"H w/Tailgate EZGO TXT 96+ (INSTALLED)			299.00	299.00	
1.00	BOX-011A+	Transportation Delivery: Vehciel Sale			550.00	550.00	
1.00	Transport	The Town Of Pembroke Park			100.00	100.00	
	Discount	Lead Time 2-3 Days			-300.00	-300.00	
Vehicle Quote Terms		Quote is honored for 30-Days or while supplies last.				Subtotal \$6,654.50	
		AUTHORIZED SIGNATURE is Required for Approvals. ALL Vehicle Sales are COD. Some Orders may be Require 50% Deposit.				Sales Tax (0.0%) \$0.00	
		PAYMENT: I.D. Required for All Checks and Subject to 7-10 day Hold, Credit Card Charges over \$500 subject to 2.0% Convenience Fee.				Total \$6,654.50	

Accepted By: X

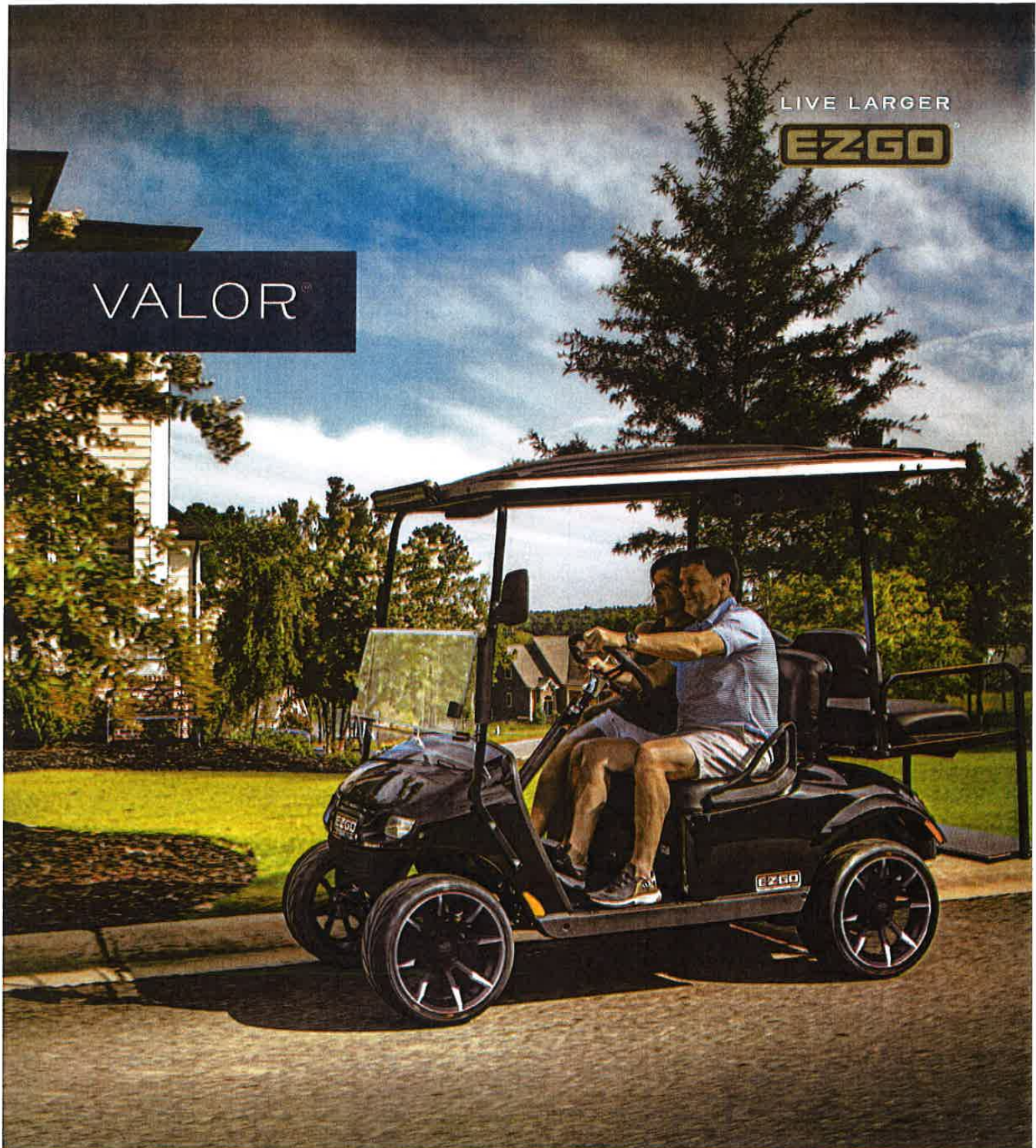
Print:

Date:

Thank You For The Opportunity To Provide This Quote on Our Line of Vehicles







VALOR[®]

LIVE LARGER

EZGO[®]

13.5-HP GAS ENGINE

12-VOLT MAINTENANCE
FREE BATTERY

HEADLIGHTS &
TAILLIGHTS

BlockBuster Golf Cars, Inc.1870 NW 54th Avenue
Margate, Florida 33063**(954) 977-4131**

Sales@BlockbusterGolfCars.Com

PROPOSAL

Date	Estimate #
10/23/2019	7462

Name / Address
TOWN OF PEMBROKE PARK ATT: MR. CHRIS MCKINE 954-275-8678 3150 S.W. 52nd AVENUE PEMBROKE PARK, FL. 33023

Ship To

P.O. No.	Terms	Rep	Project	Add 3% For All Credit Card Charges
	Net 15	BRAD	C. McKine	

Qty	Item	Description	Cost		Total
1	USED VEHIC...	USED 2016 CLUB CAR MODEL ELECTRIC GOLF CAR 2-PASSENGER WITH TWO PASSENGER SUN TOP AND PORTABLE CHARGER BODY COLOR: WHITE ***** INCLUDES NEW BATTERIES NEW REAR CARGO BOX ***** WARRANTY: 1-YEAR BATTERIES 6-MONTHS PARTS LABOR	4,350.00		4,350.00T
1	USED VEHIC...	USED 2016 CLUB CAR MODEL ELECTRIC GOLF CAR 4-PASSENGER WITH TWO PASSENGER SUN TOP AND PORTABLE CHARGER BODY COLOR: WHITE ***** INCLUDES NEW BATTERIES NEW REAR SEAT KIT ***** WARRANTY: 1-YEAR BATTERIES 6-MONTHS PARTS LABOR	4,550.00		4,550.00T

THANK YOU FOR THE OPPORTUNITY TO PROPOSE OUR VEHICLES, SERVICES
& PARTS**Subtotal****Sales Tax (0.0%)****Total**

Signature

Page 1

BlockBuster Golf Cars, Inc.1870 NW 54th Avenue
Margate, Florida 33063**(954) 977-4131**

Sales@BlockbusterGolfCars.Com

PROPOSAL

Date	Estimate #
10/23/2019	7462

Name / Address
TOWN OF PEMBROKE PARK ATT: MR. CHRIS MCKINE 954-275-8678 3150 S.W. 52nd AVENUE PEMBROKE PARK, FL. 33023

Ship To

P.O. No.	Terms	Rep	Project	Add 3% For All Credit Card Charges
	Net 15	BRAD	C. McKine	

Qty	Item	Description	Cost		Total
1	USED VEHIC...	USED 2014 CLUB CAR MODEL GASOLINE GOLF CAR 2-PASSENGER WITH TWO PASSENGER SUN TOP BODY COLOR: TBA PENDING AVAILABILITY ***** INCLUDES NEW BATTERIES NEW REAR CARGO BOX *****	4,650.00		4,650.00T
1	USED VEHIC...	USED 2014 CLUB CAR MODEL GASOLINE GOLF CAR 4-PASSENGER WITH TWO PASSENGER SUN TOP BODY COLOR: TBA PENDING AVAILABILITY ***** INCLUDES NEW REAR SEAT KIT ***** **TERMS** NET 15 DAYS WITH PURCHASE ORDER LEAD TIME: ELECTRIC GOLF CARS 7 TO 10 BUSINESS DAYS OR ASAP. GASOLINE GOLF CARS PENDING AVAILABILITY	4,800.00		4,800.00T

THANK YOU FOR THE OPPORTUNITY TO PROPOSE OUR VEHICLES, SERVICES
& PARTS**Subtotal** \$18,350.00There is 20% restocking fee for all returned items.. There is \$15.00 per day storage fee for
all vehicles left at our facility more than 7-Days. Blockbuster Golf Cars, Inc. Is not
Responsible for vehicles or items left over ninety days. This Proposal Is Subject To Change
Without Notice.**Sales Tax (0.0%)** \$0.00

Signature

Page 2

Total \$18,350.00

RESOLUTION NO. 2020-019

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO PURCHASE A GOLF CART FOR USE BY THE PARKS DEPARTMENT; AUTHORIZING THE PUBLIC SERVICE DIRECTOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO COMPLETE THE PURCHASE TRANSACTION; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town staff has requested that the Town purchase a golf cart for use by the Parks Department; and

WHEREAS, the Town staff has solicited competitive proposals for the golf cart purchase as required by the Town's procurement ordinance; and

WHEREAS, the Town staff has reviewed the competitive proposals and has selected a golf cart for purchase for an amount not to exceed seven thousand dollars (\$7,000.00).

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

Section 1: That the Town is authorized to purchase a golf cart for use by the Parks Department as selected by the Town staff from the competitive proposals received by the Town in an amount not to exceed seven thousand dollars (\$7,000.00).

Section 2: That the Public Service Director is authorized and directed to execute any and all documents necessary to complete the purchase of the golf cart.

Section 3: That all Resolutions or parts of Resolutions in conflict herewith be and the same are superseded to the extent of such conflict.

Section 4: That this Resolution shall be in force and take effect upon its passage and

adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

L:\Lisette\Chris\Town of Pembroke Park\Resolutions\2020\Resolution No. 2020- FN24481E.docx



TOWN OF PEMBROKE PARK

3150 S.W. 52ND AVENUE · PEMBROKE PARK, FLORIDA 33023 · BROWARD (954) 966-4600 · FAX (954) 966-5186

Ashira Mohammed
Mayor

January 15, 2019

Howard P. Clark, Jr.
Vice Mayor

Georgina Cohen,
Clerk/Commissioner

Christopher J. Ryan
Town Attorney

Bogdan Vitas
Interim

Town Manager

Mr. Keith Martin, President
Professional Firefighters Association of South Florida
3389 Sheridan Street, #147
Hollywood, Florida 33021

RE: Office Lease Town Hall - Suite 203

To Whom It May Concern:

We are pleased to provide the Professional Firefighters Association of South Florida with an original executed office lease for your records. The Town has retained the other original on file with the Town Clerk's Office for future reference. Prior to your move in date please reach out to Mr. Todd Larson, Public Services Director and he will provide you with access to the building and keys to the office space leased on the second floor. Please remit the annual \$10.00 lease payment to the Town at the time of move in to the Business Tax Office located on the first floor. We look forward to having the PFA South Florida as a new tenant and a long lasting relationship!

Should you have questions regarding this matter please feel free to contact me or Mr. Larson.

Sincerely,

Bogdan Vitas
Interim Town Manager

C: Mayor Ashira Mohammed, Vice Mayor Howard Clark, Town Clerk Georgina Cohen
Town Attorney, Administrative Services Director, Public Services Director, Finance
and Budget Director, Billing Administrator

Enclosure (1)

OFFICE LEASE

THIS Office Lease ("Lease") is made between TOWN OF PEMBROKE PARK, a Florida municipal corporation, whose address is 3150 SW 52 Avenue, Pembroke Park, FL 33023, identified as Lessor, and PROFESSIONAL FIREFIGHTERS ASSOCIATION OF SOUTH FLORIDA COMMUNITY OUTREACH, INC., a Florida not-for-profit corporation, whose address is 3389 Sheridan Street, #147, Hollywood, FL 33021, identified as Lessee.

WITNESSETH, that in consideration of the covenants herein contained on the part of the Lessee to be kept and performed, Lessor herein leases to the Lessee, the premises located at:

3150 SW 52 Avenue
Suite 203
Pembroke Park, Florida 33023

To have and to hold the same unto Lessee on the following terms and conditions:

1. The premises shall be used and occupied by the Lessee as a general business office and for no other purpose or use whatsoever from the date of execution of this Lease for the term of one (1) year, and for the agreed base rent of \$10.00 for the entire one (1) year term.
2. The payment is to be made to the Lessor on the first day of the lease term without demand at the office of Lessor at 3150 SW 52 Avenue, Pembroke Park, Florida 33023.
3. The Lessee shall not assign this Lease, nor sub-let the premises, or any part thereof nor use the same, or any part thereof, nor permit the same, or any part thereof, to be used for any other purpose than as above stipulated, nor make any structural or exterior alterations thereto, without the written consent of the Lessor, and all additions, fixtures or improvements which may be made by Lessee shall become the property of the Lessor and remain upon the premises as a part thereof, and be surrendered with the premises at the termination of this Lease.
4. All personal property placed or moved into the premises shall be at the risk of the Lessee or owner thereof, and Lessor shall not be liable for any damage to the personal property, or to the Lessee arising from the breakage or leaking of water pipes, or from fire, rain, windstorm, or any other loss whatsoever, or from any act of negligence of any co-Lessee or occupants of the building or of any other person whomsoever.
5. The Lessee shall promptly execute and comply with all statutes, ordinances, rules, orders, regulations and requirements of the federal, state and town government and of any and all

Wm Lessee's Initials
Am Lessor's Initials

their departments and bureaus applicable to the premises, for the correction, prevention, and abatement of nuisances or other grievances, in, upon, or connected with the premises during the lease term.

6. In the event the premises shall be destroyed or damaged by fire, windstorm or other casualty during the term of this Lease, whereby the same shall be rendered untenable, then the Lessor shall have the right to render the premises tenantable by repairs within 180 days therefrom. If the premises are not rendered tenantable within said time, it shall be optional with either party hereto to cancel this Lease, and in the event of such cancellation the rent shall be paid only to the date of such fire or casualty. The cancellation herein mentioned shall be evidenced in writing.

7. The faithful observance of the terms of this Lease, and of such other and further rules or regulations as may be hereafter made by the Lessor, are the conditions upon which the Lease is made and accepted and any failure on the part of the Lessee to comply with the terms of this Lease, shall at the option of the Lessor, work a forfeiture of this Lease, and all of the rights of the Lessee hereunder.

8. If the Lessee shall abandon the premises before the end of the term of this Lease, the Lessor may, at its option, forthwith cancel this Lease upon seven days prior written notice.

9. In any action or claim arising out of the terms, conditions or performance of this Lease, whether by lawsuit or otherwise, the prevailing party shall be entitled to a reasonable attorney fee. The parties agree that any legal action arising from this agreement shall be filed exclusively in Broward County, Florida.

10. Lessor agrees it will pay the expense for electricity, water and sewer, the maintenance and repair of the exterior building, roof, and the air conditioning system servicing the building, the ad valorem real estate taxes for the property, the janitorial services for the common areas, lawn and garden services, and the expense for garbage removal. Lessee is responsible to maintain the interior of its leased premises. Lessee shall not place or store any equipment, inventory, refuse or any other material in the hallways, stairwells or other common areas of the leased premises.

11. The Lessee hereby pledges and assigns to the Lessor all the fixtures, equipment, goods and chattels of Lessee which shall or may be brought or put on the premises, as security for the payment of the rent herein reserved, and Lessee agrees that the lien may be enforced by distress, foreclosure or otherwise at the election of Lessor, and Lessee does hereby agree to pay Lessor's reasonable attorneys fees, together with all costs and charges therefore incurred or paid by the Lessor for enforcement of this pledge and assignment.

km Lessee's Initials
Am Lessor's Initials

12. In the event of the sale or long term lease of all or any part of the property requiring the premises, the parties hereby agree this Lease shall remain in full force and effect. Lessee shall give Lessor notice and must obtain Lessor's approval in writing prior to any remodeling, altering or demolishing of all or part of the premises. The Lessor's approval for remodeling and altering the premises may be withheld in Lessor's sole discretion.

13. The Lessor, or any of its agents, shall have the right to enter the premises during all reasonable hours, to examine the premises and to make such repairs as may be necessary for the safety, comfort, or preservation thereof, or of the office building, or to exhibit the premises, and to put or keep upon the doors or windows thereof a notice "FOR RENT" at any time within ninety (90) days before the expiration of this Lease. The right of entry shall likewise exist for the purpose of removing placards, signs, fixtures, alterations, or additions which do not conform to this Lease, or to the rules and regulations of the office building. Lessor shall give Lessee reasonable notice of any intent to enter the premises and Lessee shall have the right to be present at said entry.

14. Lessee hereby accepts the premises in the condition they are in at the beginning of this Lease and agrees to maintain the premises in the same condition, order and repair as they are at the commencement of the Lease term, excepting only reasonable wear and tear arising from the use thereof under this agreement, and to make good to the Lessor immediately upon demand, any damage caused by any act or neglect of Lessee, Lessee's invitees, or of any person or persons in the employ or under the control of the Lessee.

15. The Lessor shall not be liable for any damage or injury which may be sustained by the Lessee or other person resulting from the carelessness, negligence, or improper conduct on the part of the Lessee or its agents, or employees.

16. If the Lessee shall become insolvent or if bankruptcy proceedings shall be begun by or against the Lessee, before the end of the lease term, the Lessor is hereby irrevocably authorized at its option to forthwith cancel this Lease, as for a default. Lessor may elect to accept rent from such receiver, trustee, or other judicial officer during the term of their occupancy in their fiduciary capacity without affecting Lessor's rights as contained in this Lease, but no receiver, trustee or other judicial officer shall ever have any right, title or interest in or to the above described property by virtue of this Lease.

17. This Lease shall bind the Lessor and Lessee, and their assigns or successors and the parties, heirs, assigns, personal representatives, or successors.

18. Time is of the essence with regard to all the terms of this Office Lease.

km Lessee's Initials

Am Lessor's Initials

19. Written notice mailed by certified mail/return receipt requested or express mail delivery to the premises leased hereunder shall constitute sufficient notice to the Lessee to comply with the terms of this Lease, and all written notice by certified mail/return receipt requested or express mail delivery to Lessor shall be sent to Town of Pembroke Park, 3150 SW 52 Avenue, Pembroke Park, Florida 33023.

20. The rights of the Lessor under this Lease agreement shall be cumulative, and failure on the part of the Lessor to exercise promptly any rights given hereunder shall not operate to forfeit or waive any of the said rights.

21. Any charges against the Lessee by the Lessor for services or for work done on the premises by order of the Lessor or otherwise accruing under this Lease shall be considered as rent due and shall be included in any lien for rent due and unpaid.

22. Any sign erected or installed by Lessee must be approved by the Lessor.

23. **RADON GAS NOTIFICATION:** Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings. Additional information regarding radon gas and radon gas testing may be obtained from the county public health unit.

24. Lessee is prohibited from placing paper towels or any other material other than toilet paper in the restroom toilets. In the event the sewer line is blocked due to paper towels or other materials other than toilet paper placed in the toilets by Lessee, its employees or its customers, then the Lessee shall pay the expense for plumbing services to remove any blockage. Any plumbing bills due pursuant to this clause shall be considered additional rent due immediately from the Lessee.

25. Lessee shall provide general liability insurance in an amount not less than \$500,000 for Lessee's use and occupancy of the premises, and the Lessor shall be named in the policy as an additional insured. Lessee shall furnish a copy of the insurance declaration sheet to Lessor upon execution of this Lease and shall furnish Lessor with a copy of any and all renewals and amendments to the insurance policy.

26. The subject premises are leased in "AS IS" condition, and no warranties, expressed or implied, are made by Lessor with respect to the condition of the premises other than such Lessor warranties as are provided in this Office Lease.

 Lessee's Initials
 Lessor's Initials

27. If the Lessee makes any structural changes to the premises, it will do so only with the written permission of the Lessor and at the expiration of this Lease, Lessee will restore the premises to the same condition as at the time of the execution of this Lease.

28. In the event any Lessee payment to Lessor by check or draft is returned by the bank due to insufficient funds or funds not otherwise available to honor the check or draft, then Lessee shall pay an additional \$100.00 for each occurrence which shall be considered additional rent.

29. Provided Lessee is not in default of the terms of this Lease, Lessee shall be entitled to the peaceful and quiet use and enjoyment of the subject premises for the term of this Lease and any option period. Lessee agrees the premises shall not be used for any illegal or immoral purposes and shall not permit any disturbance, noise or annoyance whatsoever detrimental to the premises or to the comfort and peace of the other Lessees in the office building.

30. Lessee shall not permit any contractors or materialmen to place any mechanic's lien against the leased premises. All improvements to the leased premises performed by the Lessee shall be bonded off so that no contractor liens are placed against the premises.

31. Lessor shall, at all times during the term of this Lease, maintain in full force and effect a policy or policies of comprehensive public liability insurance insuring against any covered loss, damage or liability for injury to or death of persons occurring in upon or on the parking areas, driveways, entrances and other areas used in common by all Lessees of the office building.

32. Nothing herein contained shall be deemed or construed by the parties hereto, nor by any third party, as creating a relationship of principal and agent or of partnership or of joint venture between the parties hereto. Neither the method of computation of rent, nor any other provisions contained herein, or any acts of the parties hereto, shall be deemed to create any relationship between the parties hereto other than the relationship of Lessor and Lessee.

33. The invalidity of any provision of this Lease as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof. Lessor and Lessee acknowledge that any rule of construction to the effect that ambiguities are to be resolved against the drafting party or Lessor shall not be employed in the interpretation of this Lease.

34. Each provision performable by Lessee shall be deemed both a covenant and condition. This Lease contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be effective. This Lease may be modified in writing only, signed by the parties in interest at the time of modification.

 Lessee's Initials
 Lessor's Initials

35. Notwithstanding anything to the contrary provided in this Lease, it is specifically understood and agreed by Lessor and Lessee that there shall be absolutely no personal liability on the part of Lessor, or its successor, or any partners or corporate shareholders or officers or directors of Lessor, or its successor, with respect to any of the terms, conditions and covenants of this Lease, and that Lessee shall look solely to the interest of Lessor in the office building for the satisfaction of each and every remedy of Lessee in the event of any breach by Lessor of any terms, conditions and covenants of this Lease to be observed or performed by Lessor.

36. All obligations of Lessee to pay rent or to perform any act after the termination of this Lease shall survive such termination.

37. Lessee shall, at Lessee's sole cost and expense, comply with all of the requirements of all county, municipal, state, federal and other applicable governmental authorities now in force, or which may hereafter be in force, pertaining to the Lessee or its use of the premises, and shall faithfully observe in the use of the premises all municipal and county ordinances and state and federal statutes now in force or which may hereafter be in force. Lessee shall indemnify, defend and save Lessor harmless from penalties, fines, costs, expenses or damages resulting from Lessee's failure to perform its obligations in this paragraph.

38. The parties hereby waive trial by jury in any proceeding brought by either of the parties hereto against the other arising out of or in any way connected with this Lease, the relationship of Lessor and Lessee, Lessee's use or occupancy of the premises, and/or any claim for injury or damage.

39. This Lease shall not be recorded in the public records of Broward County or any other county, and if Lessee shall record this Lease or a memorandum of this Lease, then such act shall be a default by Lessee of this Office Lease.

40. The leased premises are located in Pembroke Park Town Hall and may only be accessed by entry through the main entrance on the ground floor. All visitors entering Pembroke Park Town Hall must check in at the security desk at the main entrance. All guests or invitees (non members of Lessee's organization) must be escorted by a member of Lessee's organization when they are using the common area corridors and restroom facilities located in Pembroke Park Town Hall.

Lessee is permitted access to the premises during the hours of 8:00 am to 10:00 pm, Monday through Friday. Lessee may be permitted to use the Town Commission Chambers for Lessee's meeting purposes upon prior approval of Town Manager. Lessee must submit a written request to the Town Manager at least one (1) week prior to the date of intended use of Town Commission Chambers for review by Town Manager.

 Lessee's Initials
 Lessor's Initials

41. Lessee shall indemnify and save harmless and defend Lessor, its agents, servants, and employees from and against any claim, demand, cause of action or proceeding of whatsoever kind or nature arising out of error, omission or negligent act of Lessee, its agents, servants or employees in the use of the leased premises and Pembroke Park Town Hall common areas under this Lease, together with all costs, expenses, and liabilities incurred in connection with each such claim or demand or action or proceeding including, but not limited to, all reasonable attorney's fees to and through appellate, supplemental, and bankruptcy proceedings.

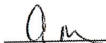
Lessee further agrees to indemnify, save harmless, and defend Lessor, its agents, servants, and employees from and against any claim, demand, cause of action or proceeding of whatsoever kind or nature arising out of any misconduct of Lessee not included above and for which Lessor, its agents, servants, and employees are alleged to be liable together with all costs, expenses, and liabilities incurred in connection with each such claim or demand or action or proceeding including, but not limited to, all reasonable attorney's fees to and through appellate, supplemental, and bankruptcy proceedings.

Lessee's obligations under the above indemnification sections shall survive the expiration, termination or cancellation of this Lease until the expiration of any applicable Statute of Limitation for any such claim, demand, cause of action or proceeding of whatsoever kind.

IN WITNESS WHEREOF, the parties have made and executed this Lease on the respective dates under each signature.

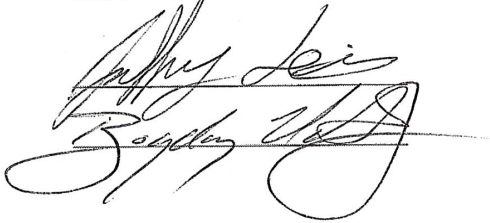
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 Lessee's Initials

 Lessor's Initials

Signed and delivered in the presence of:

Lessor Witnesses:



Lessor:

TOWN OF PEMBROKE PARK, a Florida municipal corporation

By:

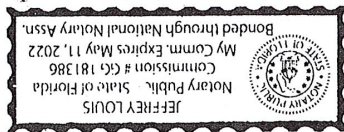

ASHIRA MOHAMMED, Mayor

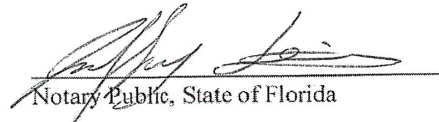
1/14/19
Date

STATE OF FLORIDA)

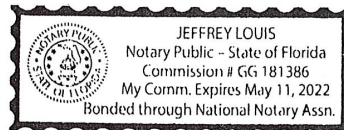
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this 14 day of January, 2019, by ASHIRA MOHAMMED, Mayor of TOWN OF PEMBROKE PARK, a Florida municipal corporation, on behalf of the corporation, who is personally known to me.

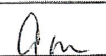



Notary Public, State of Florida

My Commission Expires:



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 Lessee's Initials
 Lessor's Initials

Lessee Witnesses:

Britney Sandoval
Kaylah McKenzie

Lessee:

PROFESSIONAL FIREFIGHTERS ASSOCIATION
OF SOUTH FLORIDA COMMUNITY OUTREACH,
INC., a Florida not-for-profit corporation

By: [Signature] 1/11/19
Date

STATE OF FLORIDA)
)
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this 11 day of January, 2019,
by Keith Martin of PROFESSIONAL FIREFIGHTERS ASSOCIATION OF SOUTH
FLORIDA COMMUNITY OUTREACH, INC., a Florida not-for-profit corporation, on behalf of the
company. He is personally known to me or has produced _____ as
identification.

[Signature]
Notary Public, State of Florida

My Commission Expires:



L:\Lisette\Chris\Town of Pembroke Park\Office Lease.wpd

[Signature] Lessee's Initials
[Signature] Lessor's Initials

OFFICE LEASE

THIS Office Lease ("Lease") is made between TOWN OF PEMBROKE PARK, a Florida municipal corporation, whose address is 3150 SW 52 Avenue, Pembroke Park, FL 33023, identified as Lessor, and PROFESSIONAL FIREFIGHTERS ASSOCIATION OF SOUTH FLORIDA COMMUNITY OUTREACH, INC., a Florida not-for-profit corporation, whose address is 3389 Sheridan Street, #147, Hollywood, FL 33021, identified as Lessee.

WITNESSETH, that in consideration of the covenants herein contained on the part of Lessee to be kept and performed, Lessor herein leases to Lessee, the premises located at:

3150 SW 52 Avenue
Suite _____
Pembroke Park, Florida 33023

To have and to hold the same unto Lessee on the following terms and conditions:

1. The premises shall be used and occupied by Lessee as a general business office and for no other purpose or use whatsoever from the date of execution of this Lease for the term of one (1) year, and for the agreed base rent of ten dollars (\$10.00) for the entire one (1) year term.

2. The payment is to be made to Lessor on the first day of the lease term without demand at the office of Lessor at 3150 SW 52 Avenue, Pembroke Park, Florida 33023.

3. Lessee shall not assign this Lease, nor sub-let the premises, or any part thereof nor use the same, or any part thereof, nor permit the same, or any part thereof, to be used for any other purpose than as above stipulated, nor make any structural or interior alterations thereto, without the written consent of Lessor, and all additions, fixtures or improvements which may be made by Lessee shall become the property of Lessor and remain upon the premises as a part thereof, and be surrendered with the premises at the termination of this Lease.

4. All personal property placed or moved into the premises shall be at the risk of Lessee or owner thereof, and Lessor shall not be liable for any damage to the personal property, or to the Lessee arising from the breakage or leaking of water pipes, or from fire, rain, windstorm, or any other loss whatsoever, or from any act of negligence of any co-Lessee or occupants of the building or of any other person whomsoever.

5. Lessee shall comply with all statutes, ordinances, rules, orders, regulations and requirements of the federal, state and town government and of any and all their departments and bureaus applicable to the premises, for the correction, prevention, and abatement of nuisances or other grievances, in, upon, or connected with the premises during the Lease term.

_____ Lessee's Initials

_____ Lessor's Initials

6. In the event the premises shall be destroyed or damaged by fire, windstorm or other casualty during the term of this Lease, whereby the same shall be rendered untenable, then Lessor, in Lessor's sole discretion, shall have the right to render the premises tenantable by repairs within 180 days therefrom. If the premises are not rendered tenantable within said time, either party shall have the option to cancel this Lease. The cancellation of the Lease by either party must be evidenced in writing.

7. The faithful observance of the terms of this Lease, and of such other and further rules or regulations as may be hereafter made by Lessor, are the conditions upon which the Lease is made and accepted and any failure on the part of Lessee to comply with the terms of this Lease, shall at the option of Lessor, work a forfeiture of this Lease, and all of the rights of Lessee hereunder.

8. If Lessee shall abandon the premises before the end of the term of this Lease, Lessor may, at its option, forthwith cancel this Lease upon seven days prior written notice to Lessee.

9. In any action or claim arising out of the terms, conditions or performance of this Lease, whether by lawsuit or otherwise, the prevailing party shall be entitled to a reasonable attorney fee. The parties agree that any legal action arising from this Lease shall be filed exclusively in Broward County, Florida.

10. Lessor agrees it will pay the expense for electricity, water, sewer, the maintenance and repair of the exterior building, roof, the air conditioning system servicing the building, the ad valorem real estate taxes for the property, the janitorial services for the common areas, lawn and garden services, and the expense for garbage removal. Lessee is responsible to maintain the interior of its leased premises. Lessee shall not place or store any equipment, inventory, refuse or any other material in the hallways, stairwells or other common areas of the leased premises.

11. Lessee hereby pledges and assigns to Lessor all the fixtures, equipment, goods and chattels of Lessee which shall or may be brought or put on the premises, as security for the payment of the rent herein reserved, and Lessee agrees that the lien may be enforced by distress, foreclosure or otherwise at the election of Lessor, and Lessee does hereby agree to pay Lessor's reasonable attorneys fees, together with all costs and charges therefore incurred or paid by the Lessor for enforcement of this pledge and assignment.

_____ Lessee's Initials

_____ Lessor's Initials

12. In the event of the sale or long term lease of all or any part of the property affecting the premises, the parties hereby agree Lessor may terminate this Lease or move Lessee to another office in the property, in Lessor's sole discretion, upon sixty (60) days written notice to Lessee.

13. Lessor, or any of its agents, shall have the right to enter the premises during all reasonable hours, to examine the premises and to make such repairs as may be necessary for the safety, comfort, or preservation thereof, or of the office building, or to exhibit the premises, and to put or keep upon the doors or windows thereof a notice "FOR RENT" at any time within ninety (90) days before the expiration of this Lease. The right of entry shall likewise exist for the purpose of removing placards, signs, fixtures, alterations, or additions which do not conform to this Lease, or to the rules and regulations of the office building. Lessor shall give Lessee reasonable notice of any intent to enter the premises and Lessee shall have the right to be present at said entry.

14. Lessee hereby accepts the premises in the condition they are in at the beginning of this Lease and agrees to maintain the premises in the same condition, order and repair as they are at the commencement of the Lease term, excepting only reasonable wear and tear arising from the use thereof under this Lease, and to make good to Lessor immediately upon demand, any damage caused by any act or neglect of Lessee, Lessee's invitees, or of any person or persons in the employ or under the control of the Lessee.

15. Lessor shall not be liable for any damage or injury which may be sustained by Lessee or other person resulting from the carelessness, negligence, or improper conduct on the part of Lessee or its agents, or employees.

16. If Lessee shall become insolvent or if bankruptcy proceedings shall be begun by or against Lessee, before the end of the lease term, Lessor is hereby irrevocably authorized at its option to forthwith cancel this Lease, as for a default. Lessor may elect to accept rent from such receiver, trustee, or other judicial officer during the term of their occupancy in their fiduciary capacity without affecting Lessor's rights as contained in this Lease, but no receiver, trustee or other judicial officer shall ever have any right, title or interest in or to the above described property by virtue of this Lease.

17. This Lease shall bind Lessor and Lessee, and their assigns or successors and the parties, heirs, assigns, personal representatives, or successors.

18. Time is of the essence with regard to all the terms of this Lease.

_____ Lessee's Initials

_____ Lessor's Initials

19. Written notice mailed by certified mail/return receipt requested or express mail delivery to the premises leased hereunder shall constitute sufficient notice to Lessee to comply with the terms of this Lease, and all written notice by certified mail/return receipt requested or express mail delivery to Lessor shall be sent to Town of Pembroke Park, 3150 SW 52 Avenue, Pembroke Park, Florida 33023.

20. The rights of Lessor under this Lease shall be cumulative, and failure on the part of Lessor to exercise promptly any rights given hereunder shall not operate to forfeit or waive any of the said rights.

21. Any charges against Lessee by Lessor for services or for work done on the premises by order of Lessor or otherwise accruing under this Lease shall be considered as rent due and shall be included in any lien for rent due and unpaid.

22. Any sign erected or installed by Lessee must be approved by Lessor in writing prior to the installation of said sign.

23. RADON GAS NOTIFICATION: Radon is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings. Additional information regarding radon gas and radon gas testing may be obtained from the county public health unit.

24. Lessee is prohibited from placing paper towels or any other material other than toilet paper in the restroom toilets. In the event the sewer line is blocked due to paper towels or other materials other than toilet paper placed in the toilets by Lessee, its employees or its customers, then Lessee shall pay the expense for plumbing services to remove any blockage. Any plumbing bills due pursuant to this clause shall be considered additional rent due immediately from Lessee.

25. Lessee shall provide general liability insurance in an amount not less than \$500,000 for Lessee's use and occupancy of the premises, and Lessor shall be named in the policy as an additional insured. Lessee shall furnish a copy of the insurance declaration sheet to Lessor upon execution of this Lease and shall furnish Lessor with a copy of any and all renewals and amendments to the insurance policy.

26. The subject premises are leased in "AS IS" condition, and no warranties, expressed or implied, are made by Lessor with respect to the condition of the premises other than such Lessor warranties as are provided in this Lease.

_____ Lessee's Initials

_____ Lessor's Initials

27. Provided Lessee is not in default of the terms of this Lease, Lessee shall be entitled to the peaceful and quiet use and enjoyment of the subject premises for the term of this Lease and any option period. Lessee agrees the premises shall not be used for any illegal or immoral purposes and shall not permit any disturbance, noise or annoyance whatsoever detrimental to the premises or to the comfort and peace of the other Lessees in the office building.

28. Lessee shall not permit any contractors or materialmen to place any mechanic's lien against the leased premises. All improvements to the leased premises performed by the Lessee shall be bonded off so that no contractor liens are placed against the premises.

29. Nothing herein contained shall be deemed or construed by the parties hereto, nor by any third party, as creating a relationship of principal and agent or of partnership or of joint venture between the parties hereto. Neither the method of computation of rent, nor any other provisions contained herein, or any acts of the parties hereto, shall be deemed to create any relationship between the parties hereto other than the relationship of Lessor and Lessee.

30. The invalidity of any provision of this Lease as determined by a court of competent jurisdiction shall in no way affect the validity of any other provision hereof. Lessor and Lessee acknowledge that any rule of construction to the effect that ambiguities are to be resolved against the drafting party or Lessor shall not be employed in the interpretation of this Lease.

31. Each provision performable by Lessee shall be deemed both a covenant and condition. This Lease contains all agreements of the parties with respect to any matter mentioned herein. No prior agreement or understanding pertaining to any such matter shall be effective. This Lease may be modified in writing only, signed by the parties in interest at the time of modification.

32. All obligations of Lessee to pay rent or to perform any act after the termination of this Lease shall survive such termination.

33. The parties hereby waive trial by jury in any proceeding brought by either of the parties hereto against the other arising out of or in any way connected with this Lease, the relationship of Lessor and Lessee, Lessee's use or occupancy of the premises, and/or any claim for injury or damage.

34. This Lease shall not be recorded in the public records of Broward County, Florida or any other county, and if Lessee shall record this Lease or a memorandum of this Lease, then such act shall be a default by Lessee of this Lease.

_____ Lessee's Initials

_____ Lessor's Initials

35. The leased premises are located in Pembroke Park Town Hall and may only be accessed by entry through the main entrance on the ground floor. All visitors entering Pembroke Park Town Hall must check in at the security desk at the main entrance. All guests or invitees (non members of Lessee's organization) must be escorted by a member of Lessee's organization when they are using the common area corridors and restroom facilities located in Pembroke Park Town Hall.

Lessee is permitted access to the premises during the hours of 8:00 am to 10:00 pm, Monday through Friday. Lessee may be permitted to use the Town Commission Chambers for Lessee's meeting purposes upon prior approval of Town Manager. Lessee must submit a written request to the Town Manager at least one (1) week prior to the date of intended use of Town Commission Chambers for review by Town Manager.

36. Lessee shall indemnify and save harmless and defend Lessor, its agents, servants, and employees from and against any claim, demand, cause of action or proceeding of whatsoever kind or nature arising out of error, omission or negligent act of Lessee, its agents, servants or employees in the use of the leased premises and Pembroke Park Town Hall common areas under this Lease, together with all costs, expenses, and liabilities incurred in connection with each such claim or demand or action or proceeding including, but not limited to, all reasonable attorney's fees to and through appellate, supplemental, and bankruptcy proceedings.

Lessee further agrees to indemnify, save harmless, and defend Lessor, its agents, servants, and employees from and against any claim, demand, cause of action or proceeding of whatsoever kind or nature arising out of any misconduct of Lessee not included above and for which Lessor, its agents, servants, and employees are alleged to be liable together with all costs, expenses, and liabilities incurred in connection with each such claim or demand or action or proceeding including, but not limited to, all reasonable attorney's fees to and through appellate, supplemental, and bankruptcy proceedings.

Lessee's obligations under the above indemnification sections shall survive the expiration, termination or cancellation of this Lease until the expiration of any applicable Statute of Limitation for any such claim, demand, cause of action, or proceeding of whatsoever kind.

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

_____ Lessee's Initials

_____ Lessor's Initials

IN WITNESS WHEREOF, the parties have made and executed this Lease on the respective dates under each signature.

Signed and delivered in the presence of:

Lessor Witnesses:

Lessor:
TOWN OF PEMBROKE PARK, a Florida
municipal corporation

By: _____
ASHIRA MOHAMMED, Mayor Date

STATE OF FLORIDA)
)
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of February, 2020, by ASHIRA MOHAMMED, Mayor of TOWN OF PEMBROKE PARK, a Florida municipal corporation, on behalf of the corporation, who is personally known to me.

Notary Public, State of Florida

My Commission Expires:

[REMAINDER OF PAGE LEFT INTENTIONALLY BLANK]

Lessee's Initials

Lessor's Initials

Lessee Witnesses:

Lessee:
PROFESSIONAL FIREFIGHTERS
ASSOCIATION OF SOUTH FLORIDA
COMMUNITY OUTREACH, INC., a Florida not-
for-profit corporation

By _____
Date

STATE OF FLORIDA)
)
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this _____ day of February, 2020, by _____ of PROFESSIONAL FIREFIGHTERS ASSOCIATION OF SOUTH FLORIDA COMMUNITY OUTREACH, INC., a Florida not-for-profit corporation, on behalf of the company. Who is personally known to me or has produced _____ as identification.

Notary Public, State of Florida

My Commission Expires:

Lessee's Initials

Lessor's Initials

MEMORANDUM OF AGREEMENT
BETWEEN THE FLORIDA DIVISION OF EMERGENCY MANAGEMENT AND
THE TOWN OF PEMBROKE PARK

This Memorandum of Agreement (the "Agreement") is made and entered into by the Florida Division of Emergency Management (hereinafter referred to as the "Division") and the TOWN OF PEMBROKE PARK, a Florida municipal corporation (hereinafter referred to as the "Subdivision"), (hereinafter collectively referred to as the "Parties").

WHEREAS, Section 252.35(2)(a)6 of the Florida Statutes, requires the Division to establish a system of communications and warning to ensure that the state's population and emergency management agencies are warned of developing emergency situations and can communicate emergency response decisions; and,

WHEREAS, the Division has executed contract DEM-D0003/RFQ-DEM-18-19-021 ("Contract") with Everbridge, Inc. (hereinafter referred to as the "Contractor") for the provision of Statewide alert and mass notification services in support of its AlertFlorida Initiative, (hereinafter referred to as the "notification system"); and,

WHEREAS, the Division is funding and providing the notification system at no local cost to eligible subdivisions for the term of July 1, 2019 through June 30, 2024 and subsequent Contract renewals (if any), contingent upon an annual appropriation by the Florida Legislature; and,

WHEREAS, Section 252.38 of the Florida Statutes establishes Emergency Management powers of political subdivisions and constructs safeguarding the life and property of its citizens as an innate responsibility of the governing political body of each political subdivision of the State; and,

WHEREAS, the Subdivision desires to utilize the notification system provided by the Division to transmit alerts, notifications, and other authorized public safety messaging to residents, businesses, and visitors located in or transiting through their political subdivision, while performing its powers under Section 252.38, F.S.

NOW, THEREFORE, in consideration of the cooperative effort between the Parties contained herein, the Parties agree as follows:

1. TERM OF AGREEMENT

This Agreement is effective on the date of execution by the last-signing party and shall remain in effect for the duration of services provided under contract DEM-D0003, and shall automatically renew as long as the Division continues to provide this contractual service to eligible entities defined in this and subsequent contracts.

2. DUTIES AND RESPONSIBILITIES

A. Division of Emergency Management

The Division:

- I. Has assigned a contract manager for the notification system pursuant to Section 287.057(14), F.S. who will enforce the performance of the contract terms and conditions and serve as a liaison with the Contractor.
- II. Reserves the right to access any political subdivision's account or organization in the system for purposes of contract management, and to monitor system activity and usage.
- III. Will limit the number of personnel with high-level administrative access credentials to the system, and will take reasonable efforts to prevent the unauthorized disclosure of contact information protected under Section 119.071(5)(j), F.S.
- IV. Reserves the right to launch a statewide notification to all available "opt-in" contact data in the system resulting from a catastrophic natural or technological disaster, a widespread public health emergency, an imminent or actual attack of a foreign military power, or a similar emergency where a delay to coordinate locally-initiated notifications would endanger the health and safety of the State's population.
- V. Reserves the right to require certain notification subscription options be set to "mandatory" in a subdivision's public-facing opt-in portal, including:
 - a. Tornado Warnings
 - b. Flash Flood Warnings
 - c. Hurricane Warnings
 - d. Statewide Notifications
 - e. Countywide Notifications
- VI. Will, upon termination of the Contract, distribute the system's recipient contact data to the Subdivision as specified in Minimum Support Requirement number eight of the Contract's Scope of Work.

B. TOWN OF PEMBROKE PARK

The Subdivision:

- I. Acknowledges the terms and conditions of the Division's Contract, which is attached hereunto, and agrees to abide by the applicable terms thereof, specifically, the Contractor's End User License Agreement, incorporated in the Contract as Exhibit "C" and the Contractor's Acceptable Use Policy, available via <https://www.everbridge.com/about/legal/acceptable-use-policy/>
- II. Agrees to place a "powered by AlertFlorida" icon that shall encompass no greater or less than 10% of the banner image of the Subdivision's public-facing opt-in portal(s) for continuity with statewide branding.
- III. Acknowledges the following authorized uses of the system and

agrees to limit use of the system to those uses, defined by the Division as the following categories of notifications:

- a. Population protective actions, such as evacuation orders, shelter-in-place warnings, boil water notices, and similar actions;
 - b. Emergency preparedness and response information, such as the availability of sand bag stations for flood-fighting efforts, notification of planned or anticipated disruption of municipal services & municipal or commercial utilities, the establishment of emergency shelters, implementation of curfews and other law enforcement security measures, the designation of security zones around specific planned events, the establishment of keywords for event-specific messaging, and other similar messaging that conveys a change in the Subdivision's steady-state operational posture;
 - c. Disaster recovery information, such as the location of disaster recovery centers, availability of voluntary agency or governmental disaster recovery assistance, and updates on debris clearance and the allowance of re-entry into a portion of the Subdivision impacted by a disaster.
 - d. Emergency preparedness exercises, including operational tests of notification capability and public notification of functional or full-scale public safety and emergency management exercises occurring within the jurisdiction.
 - e. Law enforcement searches, for a missing person or a manhunt for escaped convicts or suspects evading arrest.
 - f. Automated weather warnings, provided by the National Weather Service.
 - g. Notification and recall of Subdivision employees, contractors, and other response partners, that support the activation of the Subdivision's Emergency Operations Center or supplement the staffing of existing public safety response and recovery functions, including the staffing of specialty response teams.
- IV. Acknowledges that while the Contract provides access to Integrated Public Alert and Warning System (IPAWS) and Emergency Alert System (EAS) initiation features, the Division will NOT approve requests for Collaborative Operating Group (COG) licenses that originate from political subdivisions below the COUNTY level, as the alerting systems accessible through IPAWS are capable of transmitting alerts across jurisdictional boundaries.
- V. Agrees to make a reasonable effort to supply the Division with requested information about any existing or recent local contracts for mass notification services, for the purpose of developing quantitative cost impact and qualitative notification capability measures in support of legislative budget requests for continued funding of the

initiative.

- VI. Agrees to develop a written Standard Operating Procedure (SOP) that governs access to and use of the notification system within the Subdivision, to include, at minimum, the following topics:
- a. Defining the local organization administrator(s);
 - b. Defining procedures for requesting administrative access within the jurisdiction and the training requirements for granting such access;
 - c. Establishing a message drafting and approval process;
 - d. Discussing the difference between “opt-in” and “opt-out” contact data, limiting the use of “opt-out” data to imminent or actual life threatening emergencies, and considering the time of day when initiating notifications that use “opt-out” data; and,
 - e. Specifying the responsibility and frequency of periodically reviewing all administrative user accounts within the County’s organization(s) to validate the continued relationship and need for access of each current user.

The SOP must be developed within sixty (60) days of the effective date of this Agreement and is subject to review by the Division at any time during the Agreement.

- VII. Acknowledges that the Contractor provides additional notification system capabilities and services which are not covered under the Division’s Contract for the notification system (hereinafter referred to as “non-covered services”). If the Subdivision desires to enhance their notification capabilities by adding non-covered services to their organization(s), then the Subdivision will be responsible for any additional costs incurred as a result of adding those services, plus any costs arising from technical support of the non-covered services, payable directly to the Contractor. The Subdivision will notify the Division of its intent to add non-covered services prior to deployment, and will provide an additional notification after deployment, with the intent of maintaining visibility on the Contractor’s provision of support and maintenance on covered features.

3. POINTS OF CONTACT

The Parties shall direct all matters arising in connection with the performance of this Agreement to the attention of the respective contact person(s) named below for resolution or action:

For the Division:

Andrew Sussman, Hurricane Program
Manager/AlertFlorida Contract Manager
2555 Shumard Oak Boulevard
Tallahassee, Florida 32399
Telephone: 850-815-4110

For the Subdivision:

Town Manager
3150 SW 52nd Ave
Pembroke Park, Florida 33023
Telephone: (954) 966-4600
townmanager@townofpembrokepark.com

Email: Andrew.Sussman@em.myflorida.com

4. TERMINATION OF AGREEMENT

The Parties may terminate this Agreement at any time upon thirty (30) days' written notice to the contact person(s) specified herein.

5. LIABILITY

Each Party hereto agrees that it shall be solely responsible for the negligent or wrongful acts of its employees and agents. Nothing contained herein shall constitute a waiver by either Party of its sovereign immunity or the provisions of Section 768.28, F.S. Nothing herein shall be construed as consent by either Party to be sued by third parties.

6. ATTACHMENTS

The following attachments are incorporated hereunto by reference:

- A. Attachment 1 – Definitions
- B. Attachment 2 – Contract DEM-D0003 between the Division and the Contractor.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the dates appearing beneath their respective signatures.

FLORIDA DIVISION OF EMERGENCY MANAGEMENT

By: _____

Date

TOWN OF PEMBROKE PARK

By: _____
Ashira A. Mohammed
Mayor

Date

Attachment 1 – Definitions

Account – An account is the access point to the web-based Everbridge Mass Notification Solution which is an integrated component of Everbridge’s Unified Critical Communication Suite (“Everbridge Platform”). Accounts are segmented into Organizations and are typically segmented further into numerous groups.

Contact – Individuals who may receive notifications from or through the notification system, including any individual person who provides their personal contact information through an opt-in portal.

Opt-In – The process whereby a contact subscribes to receive notifications through an organization-specific web portal, or by sending the Subdivision’s keyword(s) or zip code(s) to an established SMS short code.

Opt-Out – Contact and address point data loaded into the Everbridge Platform by a political subdivision without the intervention of the contact.

Organization – In the Everbridge Platform, an organization (“Org”) contains a contact database and the capability to send notifications. Each Org has a mapping feature that allows users to send notifications based on registered locations of contacts. Orgs can be configured with a variety of settings and users can view and create numerous reports.

User – Individuals assigned roles and granted permission to manage users, manage contacts and groups, edit settings, and/or send notifications within the Everbridge Platform.

RESOLUTION NO. 2020-021

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO AN OFFICE LEASE WITH PROGRESSIVE FIREFIGHTERS ASSOCIATION OF SOUTH FLORIDA, INC., A FLORIDA NOT-FOR-PROFIT CORPORATION, AUTHORIZING THE MAYOR TO EXECUTE AND DELIVER SAID OFFICE LEASE ON BEHALF OF TOWN; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Progressive Firefighters Association of South Florida, Inc. currently occupies an office in Town Hall located at 3150 SW 52 Avenue, Pembroke Park, Florida for use as their business office; and

WHEREAS, the term of the lease has expired and the parties desire to execute a new lease for a different office located in Town Hall; and

WHEREAS, it is necessary for the parties to enter in an Office Lease setting forth the terms and conditions for the use of the premises by Progressive Firefighters Association of South Florida, Inc.

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

Section 1: That the Town is authorized to make and enter into an Office Lease with Progressive Firefighters Association of South Florida, Inc., a Florida not-for-profit corporation, said Office Lease being on file with the Town Clerk, and by reference made a part hereof.

Section 2: That the Mayor is authorized and directed to execute said Office Lease for and on behalf of Town.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Town of Pembroke Park
Resolution No. 2020-021

Section 4: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 5: That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

NATASHA JOSEPH
Deputy Town Clerk



TOWN OF PEMBROKE PARK
BUILDING DEPARTMENT
3150 SW 52ND Avenue
Pembroke Park, FL 33023
Office 954-966-4600 • Fax 954-966-5310

MEMORANDUM NO.: 20-002

DATE: January 28, 2020
TO: Newall Daughtrey, Assistant Town Manager
TO: Chris Ryan, Esq., Town Attorney
FROM: Miguel A. Núñez, Building Official 
RE: **PROPOSED TENANT AT TOWN HALL BUILDING**

At this time, I would like to bring to your attention a point of concern, which was first known during the Town Commission Workshop on January 22, 2020, as follows:

During the above-mentioned meeting the commission voted in favor to lease an office in the third (3) floor of the Town Hall Building, to a separate non-profit organization who is not part of the Town of Pembroke Park normal, intended operations or required offices; therefore, this brings the following unintended consequences:

The Town of Pembroke Park Building is considered a single-occupancy building and not prepared for a multiple tenancy or for separate occupancy; thus, creating a situation, where the new tenant space will have to obtain their separate Certificate of Occupancy and they will have to bring their used space (perimeter) into compliance with the minimum standards of the Florida Building Code; including, but not limited to the fire penetrations, tenant separations (fire ratings) to the corridors, air conditioning systems, possible accessibility issues, among others as per the Florida Building Code (FBC), Building, Chapter 3, the Florida Building Code, Existing, Chapter 9, the National Electrical Code (NEC – NFPA 70) and the Florida Fire Prevention Code (FFPC).

Because, of the above-mentioned constraints, I will suggest that this lease be reconsidered until such time, the building is analyzed and vetted for the area/tenant separation and code compliant; and the analysis of the cost associated with the proposed use.

Therefore, I will strongly suggest your thoughts and consideration to this matter to avoid the Town of Pembroke Park facility in a non-compliance to the Florida Building Code status and possibly bring the town to unnecessary liability should anything happens within our facilities.

Hope the information contained herein is helpful for your needs and I will remain attendant to your needs and possible meeting should you deemed appropriate for the Town objectives.

Respectfully Submitted.

Cc: Todd V. Larson, Public Services Director.
File.

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RESOLUTION NO. 2020-020

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A POLICY FOR DEVELOPMENT APPROVAL AND PUBLIC WORKS PROJECTS APPLICATION DEPOSITS; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town requires that applicants for development approvals for a variety of development projects such as, but not limited to, site development plans, zoning variances, sign variances, building permits and related projects, pay the Town a cost deposit to pay for the permit fees and the Town's expenses for application processing; and

WHEREAS, the Town may require an additional cost deposit when the expenses incurred by the Town for the project have reached seventy-five percent (75%) of the original cost deposit amount; and

WHEREAS, the cost deposit may exceed the total of the permit fees and Town expenses for processing the application; and

WHEREAS, the Town staff desires to have the Town adopt a policy which allows for the requirement of an additional cost deposit as necessary and also for the disbursement of any excess cost deposit upon completion of a project.

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

Section 1: That the Town hereby adopts the following policy for the application deposit expenses as set forth in the attached Exhibit A which is by reference made a part hereof.

Section 2: That all Resolutions or parts of Resolutions in conflict herewith be and the same are superseded to the extent of such conflict.

Section 3: That this Resolution shall be in force and take effect upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

L:\Lissette\Chris\Town of Pembroke Park\Resolutions\2020\Resolution No. 2020- FN24609E (Development Approval Applications).docx

Town of Pembroke Park Development Approval Deposit Policy

Upon submittal of an application for Development Approval, the Town shall collect the appropriate deposit from the applicant for all entitlements and/or reviews required pursuant to the development application fee and permit schedules currently in effect. Development Approval means all permits, certificates, approvals and other entitlements approved or issued by Town for construction, marketing, use, occupancy, re-zoning, variances, and all manner of development of real property in the Town. Development Approvals shall be deemed to include, but are not limited to, revisions, addendum, amendments or modifications to previously issued Development Approvals.

When the cost of work performed by Town on any given application reaches 75% of the initial deposit amount, the Town will send notice to the applicant requesting a deposit replenishment equal to at least 50% of the original deposit amount.

If the cost of work completed reaches 85% of the original deposit amount and a deposit replenishment has not been received, the Town may elect to stop processing the Development Approval application for the project and notify the applicant that work will resume when the deposit replenishment is received.

If work on the project is near completion, the Public Services Director may allow work to continue on the project if the Public Services Director determines the remaining deposit is sufficient to complete the project.

When a project has been completed and all necessary approvals received, or approvals have been denied, any remaining unused deposit amount shall be returned to the applicant within thirty (30) days of approval or denial. However, any unused deposit amount may be applied to any other fees or expenses applicant owes to Town at the direction of the Finance and Budget Director, or designee.



Executive Committee

Hon. Greg Ross, Chair
Hon. Daniella Levine Cava,
1st Vice Chair
Hon. Steve Geller, 2nd Vice Chair
Mario J. Bailey, Treasurer
Hon. Sam Kaufman, Secretary

Councilmembers

Patricia Asseff
Hon. M. Margaret Bates
Hon. Michelle Coldiron
Hon. Joseph M. Corradino
Hon. Jose "Pepe" Diaz
Hon. Quentin "Beam" Furr
Cary Goldberg
Hon. Jordan W. Leonard
Hon. Jean Monestime
Hon. David Rice
Hon. Michael Udine
Sandra Walters

Ex-Officio Members

Jason Andreotta, DEP
Laura Corry, SFWMD
Dat Huynh, FDOT

Executive Director

Isabel Cosío Carballo, MPA

Legal Counsel

Samuel S. Goren, Esq.
Goren, Cherof, Doody &
Ezrol, P.A.

January 6, 2020

The Honorable Ashira Ann Mohammed
Mayor, Town of Pembroke Park
3150 S.W. 52nd Avenue
Pembroke Park, FL 33023

Dear Mayor Mohammed:

Thank you for your leadership and support of Florida's communities, economy, environment, and quality of life. The South Florida and Treasure Coast Regional Planning Councils, jointly representing the seven-county region of Monroe through Indian River counties, met in October 2019 to receive testimony on key regional issues and adopt joint positions on these issues.

Please find enclosed a memorandum from our Chair Mayor Greg Ross, along with supporting documentation, requesting your assistance in elevating and advocating for the adopted priorities. Thank you in advance for your consideration and assistance. Please do not hesitate to contact me if I can provide you with additional information or otherwise be of assistance.

Sincerely yours,

A handwritten signature in dark ink, reading 'Isabel Cosío Carballo'.

Isabel Cosío Carballo, MPA
Executive Director

A handwritten note in dark ink, reading 'Happy New Year!'.

cc: Agatha Muse-Salters, Town Manager

enclosures



MEMORANDUM

DATE: DECEMBER 18, 2019

TO: FEDERAL, STATE, AND LOCAL ELECTED OFFICIALS; COUNTY AND CITY MANAGERS

FROM: MAYOR GREG ROSS, CHAIR, SOUTH FLORIDA REGIONAL PLANNING COUNCIL

SUBJECT: LEGISLATIVE PRIORITIES FOR 2020

A handwritten signature in black ink, likely belonging to Mayor Greg Ross, is written over the 'FROM' line and extends into the 'SUBJECT' line.

On behalf of the South Florida Regional Planning Council, please find herewith a summary of key regional issues and actions adopted by the Policy Boards of the South Florida and Treasure Coast Regional Planning Councils at their October 25th Joint Board Meeting.

We ask that you please incorporate these priorities into your state and federal action agendas and instruct your legislative staff to work to pass the following initiatives:

Resolution TCSF # 19-01 – Support and advocate for full Appropriation of Sadowski State and Local Housing Trust Funds for Housing.

Resolution TCSF # 19-02 – Ensure that any reauthorization of the National Flood Insurance Program include meaningful affordability protections and cap on annual increases for all policy holders; increase inclusion, affordability, mitigation, mapping, solvency, consumer protection, privatization, and transparency.

Resolution TCSF # 19-03 – Support legislation to quantify and address current and projected deficit funding needed for water and wastewater infrastructure investment; significantly increase funding for water infrastructure.

Resolution TCSF # 19-04 – Support increased awareness and prioritize the reduction and eventual elimination of land application of human biosolids; support funding for new state of the art wastewater treatment technologies.

Resolution TCSF # 19-05 – Support the establishment of a long-term, recurring revenue source for Coral Reef disease intervention and restoration at both state and federal levels; support the national *Restoring Resilient Reefs Act of 2019* to restore and conserve America's Coral Reefs.



South Florida Regional Planning Council
1 Oakwood Boulevard, Suite 250, Hollywood, Florida 33020
954-924-3653 Phone, 954-924-3654 FAX
www.sfreghionalcouncil.org

SOUTH FLORIDA REGIONAL PLANNING COUNCIL COUNCIL MEMBERS, EX OFFICIOS
October 2019

Greg Ross (*Chair*), Mayor, Cooper City

Daniella Levine Cava, (*First Vice Chair*), Commissioner, Miami-Dade County

Steve Geller (*Second Vice Chair*), Commissioner, Broward County

Mario J. Bailey, (*Treasurer*), Governor's Appointee, Miami-Dade County

Samuel Kaufman, (*Secretary*), Commissioner, Key West

Patricia T. Asseff, Governor's Appointee, Broward County

M. Margaret Bates, Commissioner, Lauderdale

Michelle Coldiron, Commissioner, Monroe County

Joseph Corradino, Mayor, Village of Pinecrest

Jose "Pepe" Diaz, Commissioner, Miami-Dade County

Beam Furr, Commissioner, Broward County

Cary Goldberg, Governor's Appointee, Broward County

Jordan Leonard, Council Member, Bay Harbor Islands

Jean Monestime, Commissioner, Miami-Dade County

David Rice, Commissioner, Monroe County

Michael Udine, Commissioner, Broward County

Sandra Walters, Governor's Appointee Monroe County

Isabel Cosio Carballo, Executive Director

Sam Goren, Legal Counsel

Ex Officio Members

Jason Andreotta, Florida Department of Environmental Protection

Laura Corry, South Florida Water Management District

Dat Huynh, Florida Department of Transportation, District Six



RESOLUTION TCSF #19-01

A JOINT RESOLUTION OF THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING FULL APPROPRIATION OF STATE AND LOCAL HOUSING TRUST FUNDS FOR HOUSING

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

WHEREAS, a diversity of housing options along income ranges is an essential component of economic development and new job creation; and

WHEREAS, college graduates and entry-level hires who would otherwise relocate or stay in Southeast Florida are leaving the region due, in part, to high housing costs; and

WHEREAS, rising property values, low wages, and high transportation costs are pricing new workers and businesses out of Southeast Florida and exacerbating an existing housing crisis; and

WHEREAS, high housing costs mean that households have less money for nutritious food and health care, education, transportation, family emergencies, dependent care, and other necessities, and can lead to homelessness, stress and depression, and economic and family insecurity; and

WHEREAS, the 2018 ALICE Report (Asset Limited, Income Constrained, Employed) by the United Way of Florida defines ALICE households as households that earn more than the Federal Poverty Level but less than what it costs to survive in the state; and

WHEREAS, the 2018 ALICE Report indicates the following percentages for residents in poverty and ALICE households in Southeast Florida: Indian River 51%, Martin 38%, St. Lucie 51%, Palm Beach 46%, Broward 50%, Miami-Dade 59%, and Monroe 42%, and

WHEREAS, Florida is experiencing a homeownership rate of 65.5%, which while it is greater than the prior year rate of 64.1% may be moving back down again. This further defines its existing affordable housing crisis; and

WHEREAS, South Florida's rental affordability crisis was found to be the worst in the nation according to The State of the Nation's Housing Report by the Harvard Joint Center for Housing Studies; and

WHEREAS, affordable housing is housing that is affordable to the elderly, young families with children, and essential workers including firefighters, police officers, teachers, and other workers that drive the region's service and professional economy; and

WHEREAS, the William E. Sadowski Affordable Housing Act of 1992 deliberately used the documentary stamp tax as its revenue source because of its nexus with the development of housing and because the source of funding needed to grow to keep pace with escalating land and housing costs; and

WHEREAS, the William E. Sadowski Affordable Housing Act has worked as planned, providing needed revenues into the State and Local Housing Trust Funds; and

WHEREAS, the Governor and Legislature provided full funding from the Housing Trust Funds every year from Fiscal Year 1992-1993 through Fiscal Year 2002-2003; and

WHEREAS, since that time, the Legislature has failed to appropriate all the housing trust fund monies for housing; and

WHEREAS, it is projected that during Fiscal Year 2020-2021, the documentary stamp tax will generate more than \$350 million for the State and Local Housing Trust Funds; and

WHEREAS, the full appropriation of the State and Local Housing Trust Funds would create approximately 30,000 jobs and \$4.4 billion dollars of positive economic benefit for Florida; and

WHEREAS, more than \$2 billion for affordable housing has been diverted from state and local housing programs by the Florida Legislature over the past sixteen years to other programs; and

WHEREAS, Florida's affordable housing needs far exceeded the funds available prior to the exacerbation of affordable housing need related to Hurricane Irma and Hurricane Michael.

NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS THAT:

Section 1. The South Florida and Treasure Coast Regional Planning Councils strongly urge that the Florida Legislature support state and local housing programs by appropriating 100% of the monies deposited in the State and Local Housing Trust Funds for housing; and

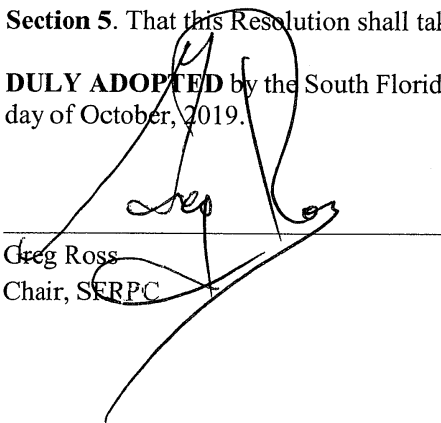
Section 2. The South Florida and Treasure Coast Regional Planning Councils strongly urge that the Governor support full appropriation of the funds in the State and Local Housing Trust Funds for housing; and

Section 3. The South Florida and Treasure Coast Regional Planning Councils strongly urge that all local governments, economic development organizations, the Florida League of Cities, the Florida Association of Counties, and other public, private, non-profit, and philanthropic partners adopt this position as one of their top, “must have” priorities for the upcoming 2020 Florida Legislative Session and beyond, and deploy their state legislative advocacy staff and lobbying teams to secure the support of the Florida Legislature and Governor for appropriating 100% of the monies available in the State and Local Housing Trust Funds for housing; and

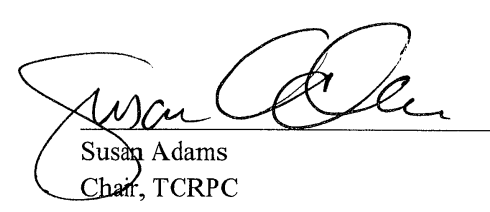
Section 4. The South Florida and Treasure Coast Regional Planning Councils strongly urge that base allocations be maintained for the 26 “constrained counties,” but that the “lottery system” of distributing affordable housing dollars be eliminated and replaced with an allocation system that prioritizes and formulates distribution based on actual needs; and

Section 5. That this Resolution shall take effect immediately upon adoption hereof.

DULY ADOPTED by the South Florida and Treasure Coast Regional Planning Councils this 25th day of October, 2019.



Greg Ross
Chair, SERPC



Susan Adams
Chair, TCRPC



RESOLUTION TCSF #19-02

A JOINT RESOLUTION OF THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; URGING THAT ANY REAUTHORIZATION OF THE NATIONAL FLOOD INSURANCE PROGRAM MUST INCLUDE MEANINGFUL AFFORDABILITY PROTECTIONS FOR ALL POLICY HOLDERS, SPECIFICALLY A LOWER CAP ON ANNUAL INCREASES.

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven-county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, flooding is the number one natural disaster in the United States; and

WHEREAS, the National Flood Insurance Program ("NFIP") is a program created by Congress to mitigate future flood losses across the United States, by providing access to affordable flood insurance protection for property owners and to provide an insurance alternative to disaster assistance to meet the increasing costs of repairing damage to buildings and their contents caused by floods; and

WHEREAS, the NFIP must be reauthorized by Congress every five years. Congress has authorized numerous short-term extensions of the program, with the current extension set to expire on November 21, 2019; and

WHEREAS, the NFIP maintains a significant role in providing financial protection against flood events to Florida's residential and commercial property owners; and

WHEREAS, the State of Florida has the highest number of NFIP policies, with over 1.7 million policies and 35% of the national portfolio; the highest insured value at \$442 billion; the highest annual premiums paid at \$976 million; and is a "net donor" to the program; and

WHEREAS, Southeast Florida has 760,000 NFIP policy holders, \$187 billion in insured value and pays \$351 million in annual premiums; and

WHEREAS, the Councils recognize that the reauthorization of the National Flood Insurance Program must strike a balance between affordability of the program with the need for fiscal solvency; and

WHEREAS, key issues must be handled properly during the reauthorization process to avoid the unintended consequences felt in 2013 following the passage of the Biggert-Waters Act; and

WHEREAS, unless reauthorized properly, the loss of the NFIP or drastic premium increases will threaten all of coastal and riverine America as new FEMA flood maps are unveiled in coming years; and

WHEREAS, the Florida Building Code requires communities to ensure that “new buildings and structures in flood hazard areas are designed and constructed to resist the effects of flood hazards and flood loads” including existing buildings undergoing substantial improvement or repair; and

WHEREAS, the Florida Building Code is consistently ranked by the Insurance Institute for Business and Home Safety, a non-profit organization funded by the insurance industry, as the strongest among 18 hurricane prone states; and

WHEREAS, FEMA was scheduled to launch a new risk rating system on April 1, 2020 to address the outdated traditional mapping process. Risk Rating 2.0 will determine a customer’s flood risk by incorporating multiple rating characteristics including types of flood risk (storm surge, intense rainfall, etc.), the distance a building is from the coast or other flooding source, and the cost to rebuild a home – all factors that are likely to subject coastal communities to higher premiums; and

WHEREAS, the strength of the Florida Building Code should be taken into consideration as a rating characteristic when determining flood risk in Florida; and

WHEREAS, robust affordability protections are further warranted by FEMA’s new Risk Rating 2.0 pricing policy, to go into effect in October 2021; and

WHEREAS, the National Flood Insurance Program reauthorization legislation should require that the upward pressures on NFIP premiums from Risk Rating 2.0, or FEMA’s remapping efforts be taken into consideration to ensure that NFIP rates are affordable; and

WHEREAS, the Councils believe that the caps on current annual increases (18% on primary residences and 25% on rental properties, commercial properties and second homes) are unsustainable for NFIP policy holders and that a lower cap, providing a more gradual and reasonable glide path of increases, provides greater economic stability and fairness; and

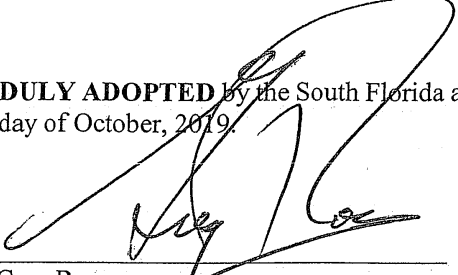
WHEREAS, the Councils believe it is imperative that Congress include in any reauthorization legislation a significantly lower cap on annual percentage increase for premiums, and specifically supports a 5% cap on annual increases on any policy, inclusive of surcharges and fees, especially given potential rate increases due to FEMA’s Risk Rating 2.0 initiative.

NOW, THEREFORE BE IT RESOLVED BY THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS THAT:

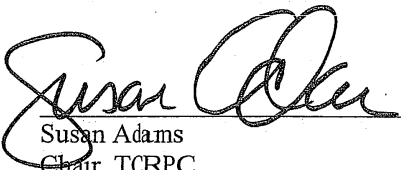
We urge Congress to provide for a long-term NFIP reauthorization package that provides:

- **Inclusion** – Congressional committees of jurisdiction should include local and state stakeholders to ensure that legislation for NFIP reauthorization provides long-term reauthorization with a focus on affordability, efficiency, fairness, accountability and sustainability of the program.
- **Affordability** – Rate increases should be limited to no more than five percent (5%) per year on any policy, inclusive of any surcharges and fees, especially given potential rate increases due to FEMA's Risk Rating 2.0 initiative. Preserve grandfathering. Rates should be maintained as affordable for all policy holders.
- **Mitigation** – Increase federal investment in property and community mitigation, not only through loans; provide mitigation credits to residential property owners for proven flood proofing methods, beyond elevation and including enhancements in excess of minimum building code; oppose unfunded mandates on local governments for mitigation efforts; modernize Increased Cost of Compliance to encourage mitigation.
- **Mapping** – Improve transparency, use the most effective technology, and include input from local governments; develop a method to pay for elevation certificates.
- **Solvency** – Further address repetitive loss properties; limit NFIP payments to Write Your Own (WYO) companies; increase the pool of policyholders through enforcement and expansion of the preferred risk policy; forgive the NFIP debt and reallocate interest payments to mitigation and solvency.
- **Consumer Protection** – Create a policy review process; regionalize Flood Insurance Advocates; amend force-placing provisions to keep policyholders in NFIP instead of a surplus line; require prompt payment of claims for losses.
- **Privatization** – Require private insurers to cover the entire spectrum of risk (i.e. no cherry-picking of preferable policies); allow consumers that leave NFIP for the private market to re-enter NFIP; ensure private insurance market development does not undermine community flood mitigation through the Community Rating System.
- **Transparency** - FEMA's new Risk Rating 2.0 will bring significant changes to NFIP and rates. Require greater transparency including risk rating criteria, information sharing, and consideration of potentially significant impacts to premiums for properties in coastal and riverine communities of this new rating system in any new reauthorization. Require inclusion and take into consideration South Florida's strong building codes as a factor reducing property risk.

DULY ADOPTED by the South Florida and Treasure Coast Regional Planning Councils this 25th
day of October, 2019.



Greg Ross
Chair, SFRPC



Susan Adams
Chair, TCRPC



RESOLUTION TCSF #19-03

A JOINT RESOLUTION OF THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING LEGISLATION THAT WILL QUANTIFY AND ADDRESS THE CURRENT AND PROJECTED DEFICIT IN FUNDING NEEDED FOR WATER AND WASTEWATER INFRASTRUCTURE INVESTMENT TO ACCOMMODATE FLORIDA'S GROWING POPULATION AND PROTECT THE ENVIRONMENT

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

WHEREAS, water is Florida's most important resource, responsible for the natural environments that define our state identity, sustain our quality of life, and support our economy; and

WHEREAS, the water infrastructure systems in the state are significant assets that protect public health and the state's water resources, and which are integral to the economic vitality and growth of the state; and

WHEREAS, in 2005 the Legislature passed and the Governor signed Senate Bill 444, visionary legislation which provided a dedicated revenue source for water protection and sustainability; and

WHEREAS, despite the significant funding called for in this landmark piece of legislation, funding for the program was largely eliminated due to the economic downturn in 2007 and 2008; and

WHEREAS, the economic recovery has led to the State budget increasing by over \$25.55 billion over the past 15 years; and

WHEREAS, over the same 15 year period the average state investment, as a percentage of the total state budget, has been only 0.63% for water infrastructure (including urban, natural and agricultural water supply, wastewater management, flood control, water quality protection, and natural system restoration); and

WHEREAS, by comparison, the average state investment for transportation infrastructure has been 11% of the State budget over the same time period; and

WHEREAS, the unprecedented blue-green algae, red tide, and hurricane events of 2018 and 2019 led Governor DeSantis to take bold first steps towards addressing the state's water resource protection and development needs; and

WHEREAS, the protection and restoration of our aquifers, coral reefs, lagoons, springs, and other natural water bodies is a shared priority of federal, state, and local governments and regional bodies; and

WHEREAS, municipal and county utilities face anticipated expenditures to repair and replace aging infrastructure, comply with new Clean Water and Safe Drinking Water Act mandates, as well as facing new responsibilities and costs relating to water security, source water protection, and additional needs for re-use of treated effluent; and

WHEREAS, municipal and county resources dedicated to water and wastewater infrastructure are being increasingly consumed by compliance with complex new mandates such as numeric nutrient criteria and testing requirements and are, therefore, unavailable for critical maintenance, repair, and rehabilitation needs without substantial increases in local water and wastewater fees; and

WHEREAS, the establishment of a new water and wastewater infrastructure funding program would not only help to protect and restore our aquifer, coral reefs, lagoons, springs, and other natural water bodies but also provide much-needed assistance to local governments and promote good paying jobs in the construction and maintenance of this infrastructure.

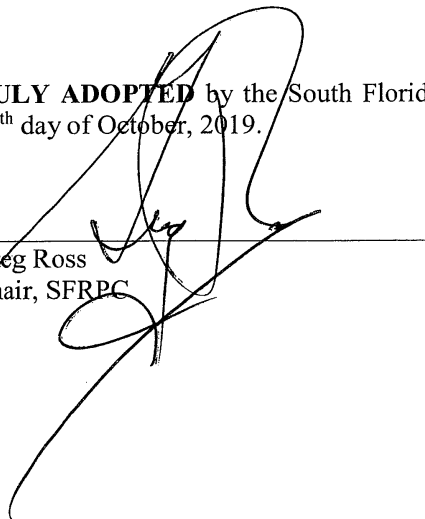
NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS THAT:

The Councils request the Florida Legislature to enact legislation which requires:

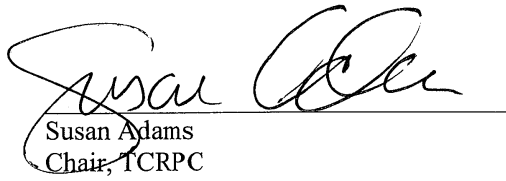
1. The assessment of, and reports on the State of Florida's water resources infrastructure; and
2. The determination of the funding necessary to protect and enhance Florida's water resources, address water resource and water supply development, provide adequate flood protection, address wastewater management, and provide water quality protection and development which includes the repair of impaired waters and the restoration of natural water bodies; and

3. The estimation of the economic impact of failures and growth constraints which will occur as a result of inaction in resolving the identified shortfall in funding; and
4. The identification and evaluation of funding alternatives currently available to the State as well as other funding mechanisms and models being used by other states and by authorities outside the United States to address short-term and long-term water infrastructure needs.

DULY ADOPTED by the South Florida and Treasure Coast Regional Planning Councils this 25th day of October, 2019.



Greg Ross
Chair, SFRPC



Susan Adams
Chair, TCRPC



RESOLUTION TCSF #19-04

A JOINT RESOLUTION OF THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING COLLABORATION WITH STATEWIDE ORGANIZATIONS, STATE AGENCIES, AND OTHER PARTNERS TO INCREASE AWARENESS OF BIOSOLIDS MANAGEMENT ISSUES IN FLORIDA AND PRIORITIZE THE REDUCTION AND EVENTUAL ELIMINATION OF THE LAND APPLICATION OF HUMAN WASTEWATER BIOSOLIDS; AND URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO ESTABLISH A PILOT PROJECTS PROGRAM FOR FUNDING NEW STATE OF THE ART WASTEWATER TREATMENT TECHNOLOGIES TO IMPROVE RECOVERY, PROVIDE MORE EFFICIENT USE OF HUMAN WASTEWATER BIOSOLIDS, AND REDUCE ENVIRONMENTAL IMPACTS

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

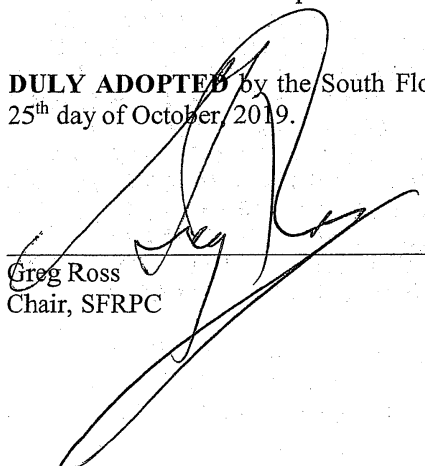
WHEREAS, it is time to work together as a region and state to increase awareness of current and future biosolids management issues, examine potential water quality impacts from our current practices, and explore new wastewater treatment technologies to improve biosolids resource recovery and management options; and

WHEREAS, the Councils wish to collaborate with the Florida Regional Councils Association, Florida Association of Counties, Florida League of Cities, Florida Small County Coalition, Florida Department of Environmental Protection, Florida Department of Agriculture and Consumer Services, and other partners to accomplish these objectives and rethink 21st Century human wastewater management practices for Florida.

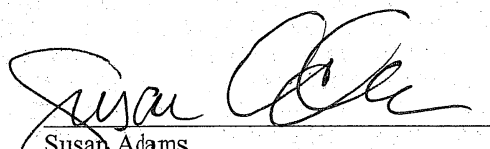
NOW, THEREFORE, BE IT RESOLVED THAT THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS ENCOURAGE:

1. The State of Florida and its local governments to prioritize the reduction and eventual elimination of the land application of human wastewater biosolids; and
2. The State of Florida to establish a Pilot Projects Program for funding local utilities to implement new state of the art wastewater treatment technologies to improve recovery, provide more efficient use of human wastewater biosolids resources, and reduce environmental impacts.

DULY ADOPTED by the South Florida and Treasure Coast Regional Planning Councils this 25th day of October, 2019.



Greg Ross
Chair, SFRPC



Susan Adams
Chair, TCRPC



RESOLUTION TCSF #19-05

A JOINT RESOLUTION OF THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO ESTABLISH A LONG-TERM, RECURRING REVENUE SOURCE TO PROVIDE ADEQUATE AND FLEXIBLE FUNDING FOR CORAL REEF DISEASE INTERVENTION AND RESTORATION AND TO BETTER ADDRESS HARMFUL ENVIRONMENTAL CONDITIONS ENABLING THE DISEASE EPIDEMIC CRITICALLY DAMAGING THE FLORIDA REEF TRACT, WHICH CONSISTS OF THE SOVEREIGN SUBMERGED LANDS AND STATE WATERS OFFSHORE OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, AND MARTIN COUNTIES; AND SUPPORTING FEDERAL LEGISLATION FOR INCREASED FUNDING OF RESPONSE ACTIVITIES AND CODIFICATION OF THE CORAL REEF TASK FORCE

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Florida Reef Tract runs parallel to our coastline from Monroe County north to Martin County, and is a valuable national resource that protects our shores and beaches by reducing wave energy from storms and hurricanes, providing flood protection valued at over \$675 million per year and over \$1 billion during extreme weather events; and

WHEREAS, Florida's coral reef ecosystem provides a vital marine habitat for over 6,000 species, including species found nowhere else on earth; and

WHEREAS, this habitat is essential to our commercial fishing and tourism industries, supports over 71,000 jobs within the region, and generates over \$6 billion in positive economic impact annually; and

WHEREAS, protection of Florida's coral reefs is essential for ensuring the continued protection of our shorelines, coastal food sources, cultural practices, biomedical opportunities, and coastal economies that are a direct result of our coral reefs; and

WHEREAS, it has been determined that coastal ocean waters are under great user pressure and suffer from water quality degradation that has compromised the resiliency of the Florida Reef Tract and its habitat; and

WHEREAS, the global threat and impacts to coral reefs continue to grow which, coupled with local stressors, is evidenced by coral reefs declining at an alarming rate; and

WHEREAS, this coral disease outbreak of unknown origin originated offshore of Miami-Dade County in fall 2014 and has persisted and continued to spread and affect new reefs from southwest of Key West in Monroe County to the northernmost coral reefs in Martin County, harming roughly 50 percent of the coral species present in the Florida Reef Tract; and

WHEREAS, the coral disease epidemic is causing near total mortality of vulnerable species present on the Florida Reef Tract, including reef-building coral species and species listed under the Endangered Species Act, resulting in an increasing threat to fragile ecosystems that support Florida's fisheries and protect our coasts; and

WHEREAS, a collaborative, multi-organizational/multi-disciplinary emergency response has formed to address this grave threat; and

WHEREAS, inaction will ensure near extinction of these susceptible species throughout the Florida Reef Tract; and

WHEREAS, the coral disease has spread from Florida to nine locations throughout the Caribbean, with the potential threat of introduction into the Pacific Ocean; and

WHEREAS, U.S. Senators Marco Rubio (R-FL) and Rick Scott (R-FL) and Representative Darren Soto (D-FL 9th) introduced the Restoring Resilient Reefs Act of 2019 designed to reauthorize and update the Coral Reef Conservation Act of 2000 to support the conservation of U.S. reefs, including through five years of directed federal funding, technical assistance to jurisdictions for coral reef management and restoration, and the codification of the U.S. Coral Reef Task Force; and

WHEREAS, establishing a long-term, recurring revenue source to provide adequate and flexible funding would provide dedicated resources to help find solutions necessary to protect the Florida Reef Tract; and

WHEREAS, the South Florida Regional Planning Council and the Treasure Coast Regional Planning Council wish to urge the Governor and Legislature to provide vital funding for the purposes specified below.

NOW, THEREFORE, BE IT RESOLVED BY THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS THAT:

The Councils request that Florida's Governor and Legislature establish a long-term, recurring revenue source to provide adequate and flexible funding to support:

- 1) dedicated staff resources for coral reef disease intervention and restoration efforts;
- 2) infrastructure and capacity needed to maintain reproductive coral populations across the Florida Reef Tract;
- 3) infrastructure and capacity needed for assisted reproduction and propagation of resilient corals for future ecosystem restoration efforts;
- 4) in-water and land-based priority research focused on pathogen identification and disease treatment interventions;
- 5) restoration of coastal water quality through urban wastewater infrastructure upgrades; accelerated coastal septic to sewer conversions focused on local governments with matching fund programs; improved stormwater treatment; expedited closure of ocean wastewater outfalls; and additional strategies to greatly reduce nutrient loading from all human sources and pathways; and
- 6) a campaign to educate residents and tourists on the importance of their role in revitalizing this national natural resource, providing specific actions and challenges for reef users, non-users, business owners, elected officials, etc.

The Councils support new Federal legislation which should include the following:

- 1) measures which ensure effective, science-based protection and management of coral reefs;
- 2) codification of the United States Coral Reef Task Force;
- 3) increased funding, including an increase in direct funding of Jurisdictional Coral Reef Management Agencies; and
- 4) support for adaptive restoration activities.

DULY ADOPTED by the South Florida and Treasure Coast Regional Planning Councils this 25th day of October, 2019.

Greg Ross
Chair, SFRPC

Susan Adams
Chair, TCRPC

RESOLUTION NO. 2020-022

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING FULL APPROPRIATION OF STATE AND LOCAL HOUSING TRUST FUNDS FOR HOUSING; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDED AN EFFECTIVE DATE.

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

WHEREAS, a diversity of housing options along income ranges is an essential component of economic development and new job creation; and

WHEREAS, college graduates and entry-level hires who would otherwise relocate or stay in Southeast Florida are leaving the region due, in part, to high housing costs; and

WHEREAS, rising property values, low wages, and high transportation costs are pricing new workers and businesses out of Southeast Florida and exacerbating an existing housing crisis; and

WHEREAS, high housing costs mean that households have less money for nutritious food and health care, education, transportation, family emergencies, dependent care, and other necessities, and can lead to homelessness, stress and depression, and economic and family insecurity; and

WHEREAS, the 2018 ALICE Report (Asset Limited, Income Constrained, Employed) by the United Way of Florida defines ALICE households as households that earn more than the Federal Poverty Level but less than what it costs to survive in the state; and

WHEREAS, the 2018 ALICE Report indicates the following percentages for residents in poverty and ALICE households in Southeast Florida: Indian River 51%, Martin 38%, St. Lucie 51%, Palm Beach 46%, Broward 50%, Miami-Dade 59%, and Monroe 42%, and

WHEREAS, Florida is experiencing a homeownership rate of 65.5%, which while it is greater than the prior year rate of 64.1% may be moving back down again. This further defines its existing affordable housing crisis; and

WHEREAS, South Florida's rental affordability crisis was found to be the worst in the nation according to The State of the Nation's Housing Report by the Harvard Joint Center for Housing Studies; and

WHEREAS, affordable housing is housing that is affordable to the elderly, young families with children, and essential workers including firefighters, police officers, teachers, and other workers that drive the region's service and professional economy; and

WHEREAS, the William E. Sadowski Affordable Housing Act of 1992 deliberately used the documentary stamp tax as its revenue source because of its nexus with the development of housing and because the source of funding needed to grow to keep pace with escalating land and housing costs; and

WHEREAS, the William E. Sadowski Affordable Housing Act has worked as planned, providing needed revenues into the State and Local Housing Trust Funds; and

WHEREAS, the Governor and Legislature provided full funding from the Housing Trust Funds every year from Fiscal Year 1992-1993 through Fiscal Year 2002-2003; and

WHEREAS, since that time, the Legislature has failed to appropriate all the housing trust fund monies for housing; and

WHEREAS, it is projected that during Fiscal Year 2020-2021, the documentary stamp tax will generate more than \$350 million for the State and Local Housing Trust Funds; and

WHEREAS, the full appropriation of the State and Local Housing Trust Funds would create approximately 30,000 jobs and \$4.4 billion dollars of positive economic benefit for Florida; and

WHEREAS, more than \$2 billion for affordable housing has been diverted from state and local housing programs by the Florida Legislature over the past sixteen years to other programs; and

WHEREAS, Florida's affordable housing needs far exceeded the funds available prior to the exacerbation of affordable housing need related to Hurricane Inna and Hurricane Michael.

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

Section 1. The Commission of the Town of Pembroke Park strongly urge that the Florida Legislature support state and local housing programs by appropriating 100% of the monies deposited in the State and Local Housing Trust Funds for housing; and

Section 2. The Commission of the Town of Pembroke Park strongly urge that the Governor support full appropriation of the funds in the State and Local Housing Trust Funds for housing; and

Section 3. Commission of the Town of Pembroke Park strongly urge that all local governments, economic development organizations, the Florida League of Cities, the Florida Association of Counties, and other public, private, non-profit, and philanthropic partners adopt this position as one of their top,

"must have" priorities for the upcoming 2020 Florida Legislative Session and beyond, and deploy their state legislative advocacy staff and lobbying teams to secure the support of the Florida Legislature and Governor for appropriating 100% of the monies available in the State and Local Housing Trust Funds for housing; and

Section 4. Commission of the Town of Pembroke Park strongly urge that base allocations be maintained for the 26 "constrained counties," but that the "lottery system" of distributing affordable housing dollars be eliminated and replaced with an allocation system that prioritizes and formulates distribution based on actual needs; and

Section 5. That Resolution shall take effect immediately upon adoption hereof.

PASSED AND ADOPTED this 12th day in February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor Commissioner

GEOFFREY JACOBS
Clerk Commissioner

RESOLUTION NO. 2020-023

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; URGING THAT ANY REAUTHORIZATION OF THE NATIONAL FLOOD INSURANCE PROGRAM MUST INCLUDE MEANINGFUL AFFORDABILITY PROTECTIONS FOR ALL POLICY HOLDERS, SPECIFICALLY A LOWER CAP ON ANNUAL INCREASES.

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven-county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, flooding is the number one natural disaster in the United States; and

WHEREAS, the National Flood Insurance Program ("NFIP") is a program created by Congress to mitigate future flood losses across the United States, by providing access to affordable flood insurance protection for property owners and to provide an insurance alternative to disaster assistance to meet the increasing costs of repairing damage to buildings and their contents caused by floods; and

WHEREAS, the NFIP must be reauthorized by Congress every five years. Congress has authorized numerous short-term extensions of the program, with the current extension set to expire on November 21, 2019; and

WHEREAS, the NFIP maintains a significant role in providing financial protection against flood events to Florida's residential and commercial property owners; and

WHEREAS, the State of Florida has the highest number of NFIP policies, with over 1.7 million policies and 35% of the national portfolio; the highest insured value at \$442 billion; the highest annual premiums paid at \$976 million; and is a "net donor" to the program; and

WHEREAS, Southeast Florida has 760,000 NFIP policy holders, \$187 billion in insured value and pays \$351 million in annual premiums; and

WHEREAS, the Councils recognize that the reauthorization of the National Flood Insurance Program must strike a balance between affordability of the program with the need for fiscal solvency; and

WHEREAS, key issues must be handled properly during the reauthorization process to avoid the unintended consequences felt in 2013 following the passage of the Biggert-Waters Act; and

WHEREAS, unless reauthorized properly, the loss of the NFIP or drastic premium increases will threaten all of coastal and riverine America as new FEMA flood maps are unveiled in coming years; and

WHEREAS, the Florida Building Code requires communities to ensure that "new buildings and structures in flood hazard areas are designed and constructed to resist the effects of flood hazards and flood loads" including existing buildings undergoing substantial improvement or repair; and

WHEREAS, the Florida Building Code is consistently ranked by the Insurance Institute for Business and Home Safety, a non-profit organization funded by the insurance industry, as the strongest among 18 hurricane prone states; and

WHEREAS, FEMA was scheduled to launch a new risk rating system on April 1, 2020 to address the outdated traditional mapping process. Risk Rating 2.0 will determine a customer's floodrisk by incorporating multiple rating characteristics including types of flood risk (storm surge, intense rainfall, etc.), the distance a building is from the coast or other flooding source, and the cost to rebuild a home - all factors that are likely to subject coastal communities to higher premiums; and

WHEREAS, the strength of the Florida Building Code should be taken into consideration as a rating characteristic when determining flood risk in Florida; and

WHEREAS, robust affordability protections are further warranted by FEMA's new Risk Rating 2.0 pricing policy, to go into effect in October 2021; and

WHEREAS, the National Flood Insurance Program reauthorization legislation should require that the upward pressures on NFIP premiums from Risk Rating 2.0, or FEMA's remapping efforts be taken into consideration to ensure that NFIP rates are affordable; and

WHEREAS, the Councils believe that the caps on current annual increases (18% on primary residences and 25% on rental properties, commercial properties and second homes) are unsustainable for NFIP policy holders and that a lower cap, providing a more gradual and reasonable glide path of increases, provides greater economic stability and fairness; and

WHEREAS, the Councils believe it is imperative that Congress include in any reauthorization legislation a significantly lower cap on annual percentage increase for premiums, and specifically supports a 5% cap on annual increases on any policy, inclusive of surcharges and fees, especially given potential rate increases due to FEMA's Risk Rating 2.0 initiative.

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

We urge Congress to provide for a long-term NFIP reauthorization package that provides:

- Inclusion - Congressional committees of jurisdiction should include local and state stakeholders to ensure that legislation for NFIP reauthorization provides long-term reauthorization with a focus on affordability, efficiency, fairness, accountability and sustainability of the program.

- Affordability- Rate increases should be limited to no more than five percent (5%) per year on any policy, inclusive of any surcharges and fees, especially given potential rate increases due to FEMA's Risk Rating 2.0 initiative. Preserve grandfathering. Rates should be maintained as affordable for all policy holders.
- Mitigation - Increase federal investment in property and community mitigation, not only through loans; provide mitigation credits to residential property owners for proven flood proofing methods, beyond elevation and including enhancements in excess of minimum building code; oppose unfunded mandates on local governments for mitigation efforts; modernize Increased Cost of Compliance to encourage mitigation.
- Mapping - Improve transparency, use the most effective technology, and include input from local governments; develop a method to pay for elevation certificates.
- Solvency- Further address repetitive loss properties; limit NFIP payments to Write Your Own (WYO) companies; increase the pool of policyholders through enforcement and expansion of the preferred risk policy; forgive the NFIP debt and reallocate interest payments to mitigation and solvency.
- Consumer Protection - Create a policy review process; regionalize Flood Insurance Advocates; amend force-placing provisions to keep policyholders in NFIP instead of a surplus line; require prompt payment of claims for losses.
- Privatization - Require private insurers to cover the entire spectrum of risk (i.e. no cherry-picking of preferable policies); allow consumers that leave NFIP for the private market to re-enter NFIP; ensure private insurance market development does not undermine community flood mitigation through the Community Rating System.
- Transparency- FEMA's new Risk Rating 2.0 will bring significant changes to NFIP and rates. Require greater transparency including risk rating criteria, information sharing, and consideration of potentially significant impacts to premiums for properties in coastal and riverine communities of this new rating system in any new reauthorization. Require inclusion and take into consideration South Florida's strong building codes as a factor reducing property risk.

PASSED AND ADOPTED this 12th day in February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor Commissioner

GEOFFREY JACOBS
Clerk Commissioner

RESOLUTION NO. 2020-024

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING LEGISLATION THAT WILL QUANTIFY AND ADDRESS THE CURRENT AND PROJECTED DEFICIT IN FUNDING NEEDED FOR WATER AND WASTEWATER INFRASTRUCTURE INVESTMENT TO ACCOMMODATE FLORIDA'S GROWING POPULATION AND PROTECT THE ENVIRONMENT

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

WHEREAS, water is Florida's most important resource, responsible for the natural environments that define our state identity, sustain our quality of life, and support our economy; and

WHEREAS, the water infrastructure systems in the state are significant assets that protect public health and the state's water resources, and which are integral to the economic vitality and growth of the state; and

WHEREAS, in 2005 the Legislature passed and the Governor signed Senate Bill 444, visionary legislation which provided a dedicated revenue source for water protection and sustainability; and

WHEREAS, despite the significant funding called for in this landmark piece of legislation, funding for the program was largely eliminated due to the economic downturn in 2007 and 2008; and

WHEREAS, the economic recovery has led to the State budget increasing by over \$25.55 billion over the past 15 years; and

WHEREAS, over the same 15 year period the average state investment, as a percentage of the total state budget, has been only 0.63% for water infrastructure (including urban, natural and agricultural water supply, wastewater management, flood control, water quality protection, and natural system restoration); and

WHEREAS, by comparison, the average state investment for transportation infrastructure has been 11% of the State budget over the same time period; and

WHEREAS, the unprecedented blue-green algae, red tide, and hurricane events of 2018 and 2019 led Governor DeSantis to take bold first steps towards addressing the state's water resource protection and development needs; and

WHEREAS, the protection and restoration of our aquifers, coral reefs, lagoons, springs, and other natural water bodies is a shared priority of federal, state, and local governments and regional bodies; and

WHEREAS, municipal and county utilities face anticipated expenditures to repair and replace aging infrastructure, comply with new Clean Water and Safe Drinking Water Act mandates, as well as facing new responsibilities and costs relating to water security, source water protection, and additional needs for re-use of treated effluent; and

WHEREAS, municipal and county resources dedicated to water and wastewater infrastructure are being increasingly consumed by compliance with complex new mandates such as numeric nutrient criteria and testing requirements and are, therefore, unavailable for critical maintenance, repair, and rehabilitation needs without substantial increases in local water and wastewater fees; and

WHEREAS, the establishment of a new water and wastewater infrastructure funding program would not only help to protect and restore our aquifer, coral reefs, lagoons, springs, and other natural water bodies but also provide much-needed assistance to local governments and promote good paying jobs in the construction and maintenance of this infrastructure.

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

The Commission of the Town of Pembroke Park request the Florida Legislature to enact legislation which requires:

1. The assessment of, and reports on the State of Florida's water resources infrastructure; and
2. The determination of the funding necessary to protect and enhance Florida's water resources, address water resource and water supply development, provide adequate flood protection, address wastewater management, and provide water quality protection and development which includes the repair of impaired waters and the restoration of natural water bodies; and
3. The estimation of the economic impact of failures and growth constraints which will occur as a result of inaction in resolving the identified shortfall in funding; and

4. The identification and evaluation of funding alternatives currently available to the State as well as other funding mechanisms and models being used by other states and by authorities outside the United States to address short-term and long-term water infrastructure needs.

PASSED AND ADOPTED this 12th day in February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor Commissioner

GEOFFREY JACOBS
Clerk Commissioner

RESOLUTION NO. 2020-025

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA; SUPPORTING THE SOUTH FLORIDA AND TREASURE COAST REGIONAL PLANNING COUNCILS REPRESENTING THE LOCAL GOVERNMENTS OF MONROE, MIAMI-DADE, BROWARD, PALM BEACH, MARTIN, ST. LUCIE, AND INDIAN RIVER COUNTIES, FLORIDA; SUPPORTING COLLABORATION WITH STATEWIDE ORGANIZATIONS, STATE AGENCIES, AND OTHER PARTNERS TO INCREASE AWARENESS OF BIOSOLIDS MANAGEMENT ISSUES IN FLORIDA AND PRIORITIZE THE REDUCTION AND EVENTUAL ELIMINATION OF THE LAND APPLICATION OF HUMAN WASTEWATER BIOSOLIDS; AND URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO ESTABLISH A PILOT PROJECTS PROGRAM FOR FUNDING NEW STATE OF THE ART WASTEWATER TREATMENT TECHNOLOGIES TO IMPROVE RECOVERY, PROVIDE MORE EFFICIENT USE OF HUMAN WASTEWATER BIOSOLIDS, AND REDUCE ENVIRONMENTAL IMPACTS

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Councils are multi-purpose regional governmental entities with policy responsibility in the areas of affordable housing, economic development, emergency preparedness, energy, regional health, natural resources, urban planning, and regional transportation; and

WHEREAS, it is time to work together as a region and state to increase awareness of current and future biosolids management issues, examine potential water quality impacts from our current practices, and explore new wastewater treatment technologies to improve biosolids resource recovery and management options; and

WHEREAS, the Councils wish to collaborate with the Florida Regional Councils Association, Florida Association of Counties, Florida League of Cities, Florida Small County Coalition, Florida Department of Environmental Protection, Florida Department of Agriculture and Consumer Services, and other partners to accomplish these objectives and rethink 21st Century human wastewater management practices for Florida.

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

1. Commission of the Town of Pembroke Park supports the State of Florida and its local governments to prioritize the reduction and eventual elimination of the land application of human wastewater biosolids; and

2. Commission of the Town of Pembroke Park supports the State of Florida to establish a Pilot Projects Program for funding local utilities to implement new state of the art wastewater treatment technologies to improve recovery, provide more efficient use of human wastewater biosolids resources, and reduce environmental impacts.

PASSED AND ADOPTED this 12th day in February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor Commissioner

GEOFFREY JACOBS
Clerk Commissioner

RESOLUTION NO. 2020-026

A RESOLUTION OF TOWN OF PEMBROKE PARK, FLORIDA;
URGING THE GOVERNOR AND FLORIDA LEGISLATURE TO
ESTABLISH A LONG-TERM, RECURRING REVENUE SOURCE
TO PROVIDE ADEQUATE AND FLEXIBLE FUNDING FOR
CORAL REEF DISEASE INTERVENTION AND RESTORATION
AND TO BETTER ADDRESS HARMFUL ENVIRONMENTAL
CONDITIONS ENABLING THE DISEASE EPIDEMIC CRITICALLY
DAMAGING THE FLORIDA REEF TRACT, WHICH CONSISTS OF
THE SOVEREIGN SUBMERGED LANDS AND STATE WATERS
OFFSHORE OF MONROE, MIAMI-DADE, BROWARD, PALM
BEACH, AND MARTIN COUNTIES; AND SUPPORTING FEDERAL
LEGISLATION FOR INCREASED FUNDING OF RESPONSE
ACTIVITIES AND CODIFICATION OF THE CORAL REEF TASK
FORCE

WHEREAS, the South Florida and Treasure Coast Regional Planning Councils' seven county geographical area is comprised of Broward, Indian River, Martin, Miami-Dade, Monroe, Palm Beach, and St. Lucie counties and 122 municipalities, which contain over 6.7 million residents or nearly one-third of the State's population, responsible for generating over one-third of the State's gross domestic product; and

WHEREAS, the Florida Reef Tract runs parallel to our coastline from Monroe County north to Martin County, and is a valuable national resource that protects our shores and beaches by reducing wave energy from storms and hurricanes, providing flood protection valued at over \$675 million per year and over \$1 billion during extreme weather events; and

WHEREAS, Florida's coral reef ecosystem provides a vital marine habitat for over 6,000 species, including species found nowhere else on earth; and

WHEREAS, this habitat is essential to our commercial fishing and tourism industries, supports over 71,000 jobs within the region, and generates over \$6 billion in positive economic impact annually; and

WHEREAS, protection of Florida's coral reefs is essential for ensuring the continued protection of our shorelines, coastal food sources, cultural practices, biomedical opportunities, and coastal economies that are a direct result of our coral reefs; and '

WHEREAS, it has been determined that coastal ocean waters are under great user pressure and suffer from water quality degradation that has compromised the resiliency of the Florida Reef Tract and its habitat; and

WHEREAS, the global threat and impacts to coral reefs continue to grow which, coupled with local stressors, is evidenced by coral reefs declining at an alarming rate; and

WHEREAS, this coral disease outbreak: of unknown origin originated offshore of Miami-Dade County in fall 2014 and has persisted and continued to spread and affect new reefs from southwest of Key West in Monroe County to the northern coast coral reefs in Martin County, harming roughly 50 percent of the coral species present in the Florida Reef Tract; and

WHEREAS, the coral disease epidemic is causing near total mortality of vulnerable species present on the Florida Reef Tract, including reef-building coral species and species listed under the Endangered Species Act, resulting in an increasing threat to fragile ecosystems that support Florida's fisheries and protect our coasts; and

WHEREAS, a collaborative, multi-organizational/multi-disciplinary emergency response has formed to address this grave threat; and

WHEREAS, inaction will ensure near extinction of these susceptible species throughout the Florida Reef Tract; and

WHEREAS, the coral disease has spread from Florida to remote locations throughout the Caribbean, with the potential threat of introduction into the Pacific Ocean; and

WHEREAS, U.S. Senators Marco Rubio (R-FL) and Rick Scott (R-FL) and Representative Darren Soto (D-FL 9th) introduced the Restoring Resilient Reefs Act of 2019 designed to reauthorize and update the Coral Reef Conservation Act of 2000 to support the conservation of U.S. reefs, including through five years of directed federal funding, technical assistance to jurisdictions for coral reef management and restoration, and the codification of the U.S. Coral Reef Task Force; and

WHEREAS, establishing a long-term, recurring revenue source to provide adequate and flexible, funding would provide dedicated resources to help find solutions necessary to protect the Florida Reef Tract; and

WHEREAS, the South Florida Regional Planning Council and the Treasure Coast Regional Planning Council wish to urge the Governor and Legislature to provide vital funding for the purposes specified below.

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

The Town of Pembroke Park Commission request that Florida's Governor and Legislature establish a long-term, recurring revenue source to provide adequate and flexible funding to support:

- 1) Dedicated staff resources for coral reef disease intervention and restoration efforts;
- 2) Infrastructure and capacity needed to maintain reproductive coral populations across the Florida Reef Tract;
- 3) Infrastructure and capacity needed for assisted reproduction and propagation of resilient corals for future ecosystem restoration efforts;

4) In-water and land-based priority research focused on pathogen identification and disease treatment interventions;

5) Restoration of coastal water quality through urban wastewater infrastructure upgrades; accelerated coastal septic to sewer conversions focused on local governments with matching fund programs; improved stormwater treatment; expedited closure of ocean wastewater outfalls; and additional strategies to greatly reduce nutrient loading from all human sources and pathways; and

6) A campaign to educate residents and tourists on the importance of their role in revitalizing this national natural resource, providing specific actions and challenges for reef users, non-users, business owners, elected officials, etc.

The Town of Pembroke Park Commission supports new Federal legislation which should include the following:

- 1) Measures which ensure effective, science-based protection and management of coral reefs;
- 2) Codification of the United States Coral Reef Task Force;
- 3) Increased funding, including an increase in direct funding of Jurisdictional Coral Reef Management Agencies; and
- 4) Support for adaptive restoration activities.

PASSED AND ADOPTED this 12th day in February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor Commissioner

GEOFFREY JACOBS
Clerk Commissioner

RESOLUTION NO. 2020-018_____

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE TOWN TO MAKE AND ENTER INTO THE FIRST AMENDMENT TO HUMAN RESOURCE CONSULTING SERVICES AGREEMENT WITH LAGOMHR, INC.; AUTHORIZING MAYOR AND APPROPRIATE TOWN OFFICIALS TO EXECUTE AND DELIVER SAID FIRST AMENDMENT FOR AND ON BEHALF OF TOWN; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town has previously entered into a Human Resource Consulting Services Agreement ("Agreement") with LagomHR, Inc. to serve as the Town's human resources consultant; and

WHEREAS, the Town Commission desires to engage LagomHr, Inc. to provide additional services related to crisis management communication advisement and special project advisement, media and communication strategies; and

WHEREAS, the parties desire to enter into a written amendment to the Agreement providing for the services to be provided and the compensation for said services.

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

Section 1: That the Town is authorized to make and enter into the First Amendment to the Human Resource Consulting Services Agreement with LagomHR, Inc., a copy of said First Amendment being on file with the Town Clerk and by reference made a part hereof.

Section 2: That the Mayor and appropriate Town officials are hereby authorized and directed to execute and deliver said First Amendment for and on behalf of the Town.

Section 3: That all Resolutions or parts of Resolutions in conflict herewith be and the same are superseded to the extent of such conflict.

Section 4: That this Resolution shall be in force and take effect upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

**TOWN OF PEMBROKE PARK
FIRST AMENDMENT TO HUMAN RESOURCE
CONSULTING SERVICES AGREEMENT**

This First Amendment ("Amendment"), is made and entered into by and between Town of Pembroke Park ("Town"), and LagomHR, Inc. ("Provider") for the purposes set forth herein.

Recitals

- A. Town and Provider previously entered into a Human Resource Consulting Services Agreement ("Agreement") setting forth the terms and conditions for Provider to provide human resource consulting services to Town and the compensation for the services.
- B. Town is in need of professional services for development of public relations, public outreach and crisis communication strategies.
- C. Provider has the resources to assist Town in developing and executing proactive public relations and media relations efforts to maintain the positive image of Town and increase awareness of Town's varied programs and services.
- D. The parties desire to amend the Agreement to include in the addition of the above-references services and the terms, conditions and compensation for the additional services.

NOW THEREFORE, the parties hereby agree to modify the terms and provisions of the Agreement as follows, to wit:

- 1. The above recitals are true and correct and are incorporated in this Amendment by reference herein.
- 2. All the terms and conditions of the Agreement not specifically amended by the terms of this Amendment shall remain in full force and effect between the parties. All defined terms used herein shall have the same meaning as set forth in the Agreement unless the context herein requires otherwise. In the event of any conflict or ambiguity between the terms and provisions of this Amendment and the terms and provisions of the Agreement, this Amendment shall control to the extent of such conflict and ambiguity.
- 3. Provider agrees to provide Town the following supplemental professional services, to wit:
 - a. Crisis management and communication advisement;
 - b. Special project advisement connected to large scale issues involving the Town's image and reputation; and

- c. Provider agrees to advise Town on best practices and provide strategies for best outcomes when dealing with news report which unfavorably portray Town or its operation, crisis management situations, natural disasters, and other unforeseen events which put the Town in news worthy situations. Provider also agrees to assist Town with intergovernmental affairs and communications between Town and outside agencies, when requested.
- 4. Provider's advisement and consulting services will be provided either in person or via telephone by Brian Andrews ("Andrews") or his designee.
- 5. Andrews is a media and strategic communications professional who will report to and assist the Town Manager, and at the direction of the Town Manager, will assist the Town Manager in developing media strategies and communications.
- 6. Andrews will report to the Town Manager with respect to Provider's duty and obligations under this Agreement.
- 7. Andrews will assist Town Manager to advise Town officials, including, without limitation, the Mayor, Town Commissioners, department heads and Town staff regarding media and communication strategies as follows:
 - a. Assist and advise Town Manager to formulate Town's media communications;
 - b. Serve as Town's spokesperson, unless otherwise directed by Town Manager, and handle all verbal, written and electronic communications with the media and other parties, as identified by the Town Manager;
 - c. Assist the Town Manager with the development of the Town's media communications;
 - d. Draft core messages and supporting documents subject to review and approval of the Town Manager;
 - e. Draft, refine and disseminate press materials, statements and talking points subject to the review and approval of the Town Manager;
 - f. Participate and provide advice in key discussions with Town Manager and Town officials;
 - g. Identify, create and maintain a list of media targets;
 - h. Conduct media trainings, and message workshops as needed for Town officials; and

- i. Jointly develop with Town Manager to build media communications protocols and procedures for general media communications, including a protocol for fielding incoming media requests in a structured manner.
8. In addition to the aforesaid services, Provider agrees to perform ad hoc work including: additional press releases beyond the scope identified above, photography services, video production services, newsletter development and assembly, graphic design support, writing speeches and letters to the editor, presentation preparation, media training sessions, drafting or reviewing communications policies and procedures, organizing press conferences or writing articles for the websites or other publications, marketing campaigns and the strategies, tactics and resources necessary to support the strategic mission of the Town. Campaigns may be developed in conjunction with external consultants. All ad hoc work must be approved by Town in writing, in advance.
9. The parties agree that the hourly rate for the services provided by Andrews for the purposes of this Amendment will be \$250.00 per hour. Time will be billed in 15 minute increments and will include travel time to and from assignments and meetings. Additional personnel or consultants needed for official duties related to the duties set forth in this Amendment will be billed at \$150.00 per hour.
10. This Amendment may be executed in multiple counterparts, each of which shall be deemed an original, and all of which, when taken together, shall constitute one and the same instrument. An electronically transmitted copy of this Amendment shall have the same force and effect as the original.
11. This Amendment, together with the Agreement, constitutes and represents the entire agreement between the parties hereto and supersedes any prior understandings or agreements, written or verbal, between the parties hereto respecting the subject matter herein. This Amendment may be amended, supplemented, modified or discharged only upon an agreement in writing executed by all of the parties.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK; SIGNATURES TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto have made and executed this Amendment on the respective dates under each signature below.

LAGOMHR, INC., a Florida corporation

TOWN OF PEMBROKE PARK

By: _____

By: _____
Ashira Mohammed, Mayor

Print Name: _____
Yolanda Menegazzo, President

Attest: _____
Geoffrey Jacobs, Clerk-Commissioner

Date: _____

Date: _____

TOWN ATTORNEY'S OFFICE
Approved as to form and legality:

By: _____

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RESOLUTION 2020-029

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ENACTING A TEMPORARY MORATORIUM PROHIBITING THE ACCEPTANCE OR PROCESSING OF ANY APPLICATION FOR A BUSINESS TAX RECEIPT OR OTHER OFFICIAL ACTION OF THE TOWN HAVING THE EFFECT OF PERMITTING OR ALLOWING THE RETAIL SALE OF DOGS AND CATS; PROVIDING FOR A SIX MONTH TERM, TO BE EXTENDED, IF NECESSARY BY TOWN COMMISSION; PROVIDING FOR EARLY TERMINATION; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166 of the Florida Statutes, the Town of Pembroke Park possesses the powers to enact ordinances to protect the health, safety, and welfare of the Town's citizens and residents; and

WHEREAS, the Town Commission has determined that it is in the best interest of its residents, businesses and visitors to prohibit the retail sale of dogs and cats in the Town; and

WHEREAS, the Town Commission is considering adopting an ordinance prohibiting the retail sale of dogs and cats; and

WHEREAS, a temporary moratorium on the processing of applications for, and the issuance of a business tax receipt or any other official action of the Town permitting or having the effect of allowing the retail sale of dogs and cats will allow time to review, study, hold public hearings, and prepare and adopt an amendment or amendments to the Pembroke Park Code of Ordinances; and

WHEREAS, the Town Commission finds and declares that this resolution is in the best interest of the public health, safety and welfare of the citizens and residents of the Town and that it advances a significant and important governmental interest.

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

Section 1: The above recitals are true and correct and incorporated by reference herein.

Section 2: The purpose of this resolution is to enable the Town of Pembroke Park sufficient time to review, hold public hearings and adopt an amendment or amendments to the Pembroke Park Code of Ordinances relating to the retail sale of dogs and cats. The Town will not approve any application or issue any business tax receipts authorizing the retail sales of dogs and cats, except as provided in this resolution or as may be otherwise required by applicable law.

Section 3: No application for a business tax receipt, authorization or any other official action of the Town having the effect of permitting or allowing the retail sale of dogs and cats may be accepted or processed or approved by the Town of Pembroke Park, except as may be required by applicable law. To the extent such an application is submitted, the Town staff is authorized to take action to deny such application during the term of this moratorium within such time frame as may be required by applicable law.

Section 4: The moratorium imposed by this resolution is temporary and, unless dissolved earlier by the Town, shall automatically dissolve in six (6) months from the effective date of this resolution, unless extended in accordance with applicable law. This moratorium, however, may be reasonably extended, if necessary, by resolution of the Town Commission for additional periods of 90 days.

Section 5: The moratorium imposed by this resolution may terminate prior to its six (6) month period upon the passage of an ordinance regulating the retail sale of dogs and cats, provided:

1. specific language terminating the moratorium is contained within said enacted ordinance; or by
2. passage of another resolution providing for termination of the moratorium by the Town Commission.

Section 6: That in the event any section, paragraph, sentence or word of this Resolution or application thereof to any person or circumstance is held invalid by a court of competent jurisdiction, that invalidity shall not affect the other sections, paragraphs, sentences or words or application of this Resolution.

Section 7: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 8: That this Resolution shall be in force and take effect upon its passage and adoption.

PASSED AND ADOPTED this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

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ORDINANCE NO. 2020-001

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, RELATING TO CHAPTER 4, ANIMALS; PROVIDING FOR A NEW SECTION 4-10.1, RETAIL SALE OF DOGS AND CATS; PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION IN THE CODE OF ORDINANCES; SUPERSEDING CONFLICTING ORDINANCES AND RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Commission has determined it is in the best interest of the Town of Pembroke Park to prohibit the sale of dogs and cats by pet stores, with certain exceptions; and

WHEREAS, a more humane model is being adopted by municipalities nationwide to promote the adoption of rescue animals and help reduce the euthanizing of millions of animals in shelters every year; and

WHEREAS, the Town Commission desires to promote the adoption of rescue animals and the required disclosure of the organization providing the animals for adoptions; and

WHEREAS, the Town Commission has determined it is in the best interest of the residents of the Town of Pembroke Park to enact an ordinance to prohibit the retail sale of dogs and cats and to allow for adoption events of dogs and cats at pet stores and pet shops, and require disclosure of the organization providing the animal for adoption.

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

“Section 1: That the Code of Ordinances of the Town of Pembroke Park, Florida, is hereby amended by adding a section to be numbered Section 4-10.1, which section reads as follows:

Sec.4-10.1 – Retail sale of dogs and cats.

(a) Definitions. For purposes of this section, the following definitions shall apply:

Animal care facility means an animal control center or animal shelter, maintained by or under contract with any state, county or municipality, whose mission and practice is, in whole, or in significant part, the rescue, care and placement of stray, abandoned, or surrendered animals in permanent homes or with rescue or organizations, and which does not breed animals.

Animal rescue organization means a duly incorporated nonprofit organization devoted to the rescue, care and adoption of stray, abandoned or surrendered animals and which does not breed animals.

Animal shelter means a municipal or related public animal shelter or duly incorporated nonprofit organization devoted to the rescue, care and adoption of stray, abandoned or surrendered animals, and which does not breed animals.

Cat means an animal of the Felidae family of the order Carnivora.

Dog means an animal of the Canidae family of the order Carnivora.

Pet store means any retail establishment that sells or transfers, or offers for sale or transfer, animals for sale as pets to the general public. Such definition shall not include an animal care facility or animal rescue organization, or a person or establishment that sells, exchanges, barter, or offers for sale only animals that were bred or reared on the premises of such person or establishment which are not retail in nature.

Pet store operator means a person who owns or operates a pet store.

(b) Sale or transfer of dogs and/or cats. Notwithstanding the other provisions contained in this Chapter, no pet store shall display, sell, trade, deliver, barter, lease, rent, auction, give away, transfer, offer for sale or transfer, or otherwise dispose of dogs or cats in the Town of Pembroke Park.

(c) Disclosures. A pet store that provides space for the adoption of dogs or cats shall post, in

a conspicuous location on the cage or enclosure of each such animal, a sign stating the name of the animal care facility or animal rescue organization which owns the dog or cat offered for adoption.

(d) Violations – Enforcement.

1. Any person who violates this section shall be subject to the penalties set forth in Section 1-13, Pembroke Park Code of Ordinances, Chapter 162, Florida Statutes, and/or any other means of enforcement available under the state or federal law, inclusive.

2. Additionally, the Town may initiate a civil action in a court of competent jurisdiction to enjoin any violation of this section.

3. In addition to any other penalty, a pet store owner who is found to have falsified the disclosure required in paragraph (c) of this section shall pay \$2,500.00 in damages to any person adopting, purchasing or taking possession of the dog or cat subject of such falsified disclosure.

4. Each dog or cat sold, exchanged, bartered, offered for sale, auctioned, delivered, or transferred in violation of this section shall constitute a separate offense. Each failure to post a sign for an individual dog or cat as required by this section shall constitute a separate offense.”

Section 2: That the provisions of this Ordinance are to be severable and if any section, sentence, clause or phrase of this Ordinance shall, for any reason, be held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining sections, sentences, clauses, and phrases of this Ordinance but shall remain in effect, it being the legislative intent that this Ordinance shall stand notwithstanding the invalidity of any part.

Section 3: That it is the intention of the Commission of the Town of Pembroke Park that the provisions of this Ordinance shall be included in the Pembroke Park Code of Ordinances, and

the sections may be renumbered, or relettered, ordinance may be changed to “section”, “article” or such other appropriate word or phrase in order to accomplish such intentions.

Section 4: That all Ordinances, or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 5: That this Ordinance shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED on First Reading this ____ day of February, 2020.

PASSED AND ADOPTED on Second Reading this ____ day of March, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

VOTE

ASHIRA MOHAMMED	_____
HOWARD P. CLARK, JR.	_____
GEORGINA COHEN	_____
GEOFFREY JACOBS	_____
REYNOLD DIEUVEILLE	_____

MEMORANDUM

DATE: January 22, 2020

TO: Town Commission
Town of Pembroke Park
3150 SW 52nd Avenue
Pembroke Park, Florida 33023

CC: Newall Daughtery, Assistant Town Manager
Chris Ryan, Town Attorney

FROM: Yolanda Menegazzo, HR Consultant for Town of Pembroke Park
LagomHR, Inc.
1000 SW 57th Avenue, Suite 200
West Miami, Florida 33144

SUBJECT: Lakes Overflowing Factfinding Report

Background:

On January 7, 2020 at 11:00 am Commissioner Cohen and the former Town Manager called a meeting with me to request that I, Yolanda Menegazzo HR Consultant for Town of Pembroke Park, formally investigate the incident of the lakes overflowing on December 23rd, 2019.

The Town of Pembroke Park controls the water levels for two (2) lakes. The Town of Pembroke Park has multiple pump stations, one (1) emergency pump station, and multiple valves that are all part of a system allowing the Public Services Department to manage the levels of the lakes.

The valves are to remain permanently open in order to allow for the natural flow of water between the lakes, with the exception of when the pump stations are being cleaned. When the pump stations are cleaned, the valves must be shut. Shutting the valves allows for no water circulation between the lakes, and the Public Services Stormwater/Wastewater staff can then use the vac truck for cleaning excess garbage. Once the cleaning of the pump stations is complete, the valves must be opened immediately. If there is a lake that has a higher level than a connecting lake, the open valve allows for the natural flow of water from the higher level lake to the lower level lake, which then equalizes the two (2) lakes.

The pump stations as well as the emergency pump are programmed to automatically turn on when the lake levels reach two and a half (2.5) feet. The pumps then move the water out to the I95 pump station, at which point the water runs through Hollywood and then out to City of Dania Beach to the ocean. The pumps then turn off automatically when the lake levels reach two (2) feet. Half (½) a foot of water represents about 3.2 million gallons of water according to the calculations of the Public Services Director. These pumps, including the emergency pump, is

monitored and tested a minimum of three (3) times per week by the Public Services Stormwater/Wastewater team to ensure it is operational.

The pumps at the I95 station regularly handle a large amount of water not only collected from the Town of Pembroke Park, but also from neighboring municipalities. However, they may shut off occasionally in heavy rainfall and flooding situations.

The Public Services Director serves as the official Emergency Management Officer of the Town of Pembroke Park. The Public Services Department is responsible for preparing in the event of a storm to manage the lake levels of the Town in order to prevent flooding and erosion.

Incident Report and Findings:

According to the National Weather Service South Florida, specifically the Hollywood area, received approximately 8.8 inches of rainfall in the early morning of December 23rd, 2019.

The Town of Pembroke experienced heavy flooding in the lakes and surrounding areas as depicted in the images in the following pages. There were several Town of Pembroke Park residents that experienced damage to their properties and the items inside their property.

The following issues lead to the Town of Pembroke Park lakes overflowing:

1. The valve near the 24th Street pump station by the Bamboo Lakes Mobile Home Park was closed shut.

Closed valves are in violation of the Public Services Department proper protocol established by the Public Services Director. The only exception is during the cleaning of the pump station(s).

The valves were closed shut in August 2019 in order to clean the pump station located on 24th Street. The Stormwater/Wastewater Crew claim they were instructed by their immediate supervisor (Superintendent) to open all of the valves except for the valve closest to the pump station on 24th Street, for that specific valve to remain closed.

When questioning the Superintendent, he claims he never instructed the Stormwater/Wastewater crew to close the valves and he was aware that the valves must always remain open. He stated he has been in the Town of Pembroke Park for a very long time, he was well aware of the standard protocol, and he would never instruct his crew to leave the valve closed after the cleaning unless he was instructed to do so by the Public Services Director.

It is important to note that the Superintendent was on vacation from December 20th, 2019 through January 7th, 2020.

2. The Stormwater/Wastewater Crew were unaware of the standard protocol/procedure that all valves must remain open at all times with the exception of cleaning the pump stations.

I specifically asked the Stormwater/Wastewater Crew in the presence of the Public Services Director, "Are you aware that the lake valves must always remain open with the exception of closing them for cleaning the pump stations?"

The response of the Stormwater/Wastewater Crew was, "No, we always follow the directions of our immediate supervisor because we are aware that the Public Services Director manages the levels of the lake."

When I turned to the Public Services Director, he stated, "I assumed everyone was aware of the procedure that the valves must always remain open."

3. The Emergency Pump in Bamboo Lakes did not automatically turn on as programmed.

The Emergency Pump in Bamboo Lakes did not automatically turn on as programmed due to the fact that the permanent circuit board was being repaired by the manufacturer. A temporary circuit board was placed in the Emergency Pump Station one (1) week prior by the manufacturer in order to repair the permanent board. The temporary circuit board disables the automatic feature of the

Emergency Pump Station, and therefore, must be turned on manually should you wish for the station to be operational.

The Public Services Director claims he was unaware of the Emergency Pump Station circuit board being repaired. Therefore, there was no instruction provided to the Stormwater/Wastewater Crew to manually turn on the Emergency Pump.

This Emergency Pump was not manually started by the Public Services Department staff on December 22nd, 2019 in order to lower the lake levels as is standard practice and preparation in the event of a storm.

The Emergency Pump was and continues to be fully operational, but must be manually turned on during the repair process of the circuit board.

4. The I95 Pump Station shut down due to the heavy rainfall and flooding.

According to an article published by SunSentinel, the Broward County Director of Highway and Bridge Maintenance stated that the heavy rain overwhelmed the drainage system at several locations. "County roads have storm inlets that collect water. The water then travels through a system of storm drains to a treatment area before it empties into lakes or the Intracoastal Waterway. When there is so much water at once, the collection system gets overwhelmed." See SunSentinel article attached to this report for more information.

5. The two (2) small pumps in the Bamboo Lakes that are privately owned that pump water from the drains into the lakes are non-operational.

These two (2) small pumps in Bamboo Lakes are privately owned and have been non-operational for several years according to the Public Services Director.

6. The Carolina Pump Station Valve managing Lake Trinity was closed.

The Carolina Pump Valve being closed prevented approximately one (1) to two (2) inches of water from transferring from Bamboo Lakes into Lake Trinity. The first (1st) pump at Carolina turns on automatically at 2.5 feet of water and the second (2nd) pump turns on automatically at 2.7 feet. It stays on until the water levels drop to two (2) feet.

7. The Public Services Department failed to prepare for the storm on December 23, 2019.

The Public Services Director serves as the Emergency Management Officer for the Town of Pembroke Park. As such, this responsibility includes proactively monitoring weather conditions and instructing the Public Services Department on managing the lake levels.

The Public Services Director claims there were no warnings/advisories of the severe weather that affected the Town of Pembroke Park in the early morning of December 23, 2019. The Public Services Director claims he subscribes to the Emergency Operations Center for Broward County and the South Florida Water Management District alerts. The Stormwater/Wastewater Crew stated that they occasionally monitor the weather if by chance they see it while watching local news, but it is not reviewed proactively on a daily or weekly basis.

Upon reviewing past weather advisories, both national and local news advised of the storms that would affect the South Florida region in advance beginning on December 21st, 2019. Advisories from the National Weather Service and Local NBC6 are in the following pages.

In addition, there is essentially one (1) staff member responsible for proactively monitoring the weather, and there is no formal backup for the Public Services Director for this specific role.

8. The Town of Pembroke Park does not have a formal/written Emergency Management Plan, Preventative Maintenance Plan, or general policies and procedures for managing the lake levels.

9. There is a lack of supervision and communication in the Public Services Department.

Relevant Pictures:







News Advisories:

There were multiple news advisories listed by the National Weather Service as well as local news.

The following pages depict screenshots from the National Weather Service Twitter Account Alerts on Saturday, December 21st, 2019 and Sunday, December 22nd, 2019 advising of severe weather, storms, and heavy rain for the early morning of December 23rd, 2019 in South Florida, specifically identifying Broward in the cone of "Greatest Severe Weather Potential," "Heavy Rain Potential," and under a Tornado Watch.

The following pages also contain screenshots of a video weather advisory from Local NBC6 on Sunday, December 22nd, 2019 in the late evening stating of the storm impacts including heavy downpours and flooding.

Recommended Plan of Action:

It is important to note that this report is not indicative of any specific employee lacking the skills and knowledge in performing their daily duties and responsibilities, especially those employees that carry long-tenured institutional knowledge of the Town of Pembroke Park history and operations. However, the Town of Pembroke Park's current culture is not adequate in managing the changes that are required in order to proactively prevent these situations from occurring in the future. The Town of Pembroke Park requires a great deal of structure, planning, and training in order to bring the Public Services Department to the highest level of operational efficiency. The existing Public Services Department administrative staff have failed to develop their management skills in the areas of project management, supervision of personnel, and long-term / short-term planning. In my professional opinion, the current team is not capable of handling the amount of changes necessary in the work that needs to be performed. The culture requires a drastic change as there are numerous vulnerabilities and areas of risk such as lack of written procedures and training as well as judgment failure. Again, this is not a personal attack on any specific employee, but instead an observation based on the information provided in this report and the failure to prevent the incident on December 23rd, 2019 from occurring, as the situation was preventable.

- 1. Establish a formal Emergency Management Plan with a Standard Operating Procedures (SOP) Manual that includes a Preventative Maintenance Plan for all Pumps/Valves/and Lake Monitoring Equipment and a Weather Monitoring Plan with multiple back-up personnel.**
- 2. Training for Public Services staff on established Emergency Management Plan.**
- 3. Public Services Department Personnel Change**



NWS Miami @NWSMiami · Dec 21, 2019

Dec 21 @ 6:30AM - Soggy weather is forecast across S. FL this weekend with the potential for strong to severe storms and hazardous weather conditions to develop on Sunday into Monday. Please stay weather-aware and keep up to date with the latest forecast information. #Flwx



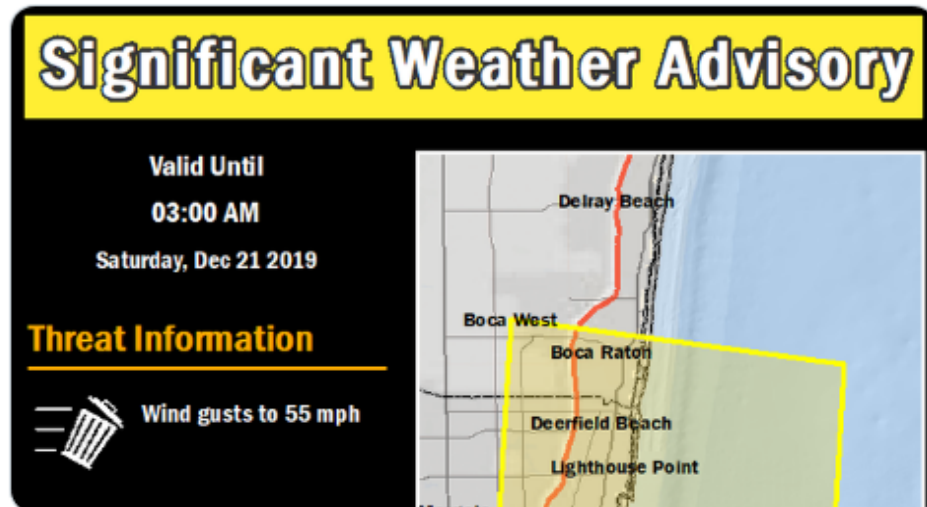
8

22



NWS Miami @NWSMiami · Dec 21, 2019

2:42 AM EST 12/21/19 - Strong shower capable of producing funnel clouds approaching the east coastal areas of extreme NE Broward and Extreme SE Palm Beach County. #flwx



1

2





NWS Miami @NWSMiami · Dec 22, 2019

Dec 22 @ 1115am - Video update on severe weather potential later today into tonight. #flwx



2

57

71



5
54
193


NWS Miami @NWSMiami · Dec 22, 2019

Dec 22 @ 1115am - Video update on severe weather potential later today into tonight. #flwx

Greatest Severe Weather Potential

Timing



Late Afternoon through Mon Morning

Greatest potential appears to be across the east coast metro areas later this evening into Monday morning.

Stay current with the forecast through tonight.



Have a way to receive warnings tonight.
keep your phone on.

Twitter, December 22, 2019 1:13:01 AM



Severe Weather Timing

Anticipated Time of Greatest Threat

Late afternoon **Late Evening**

Early Evening **Late Evening - Early Mon Morning**

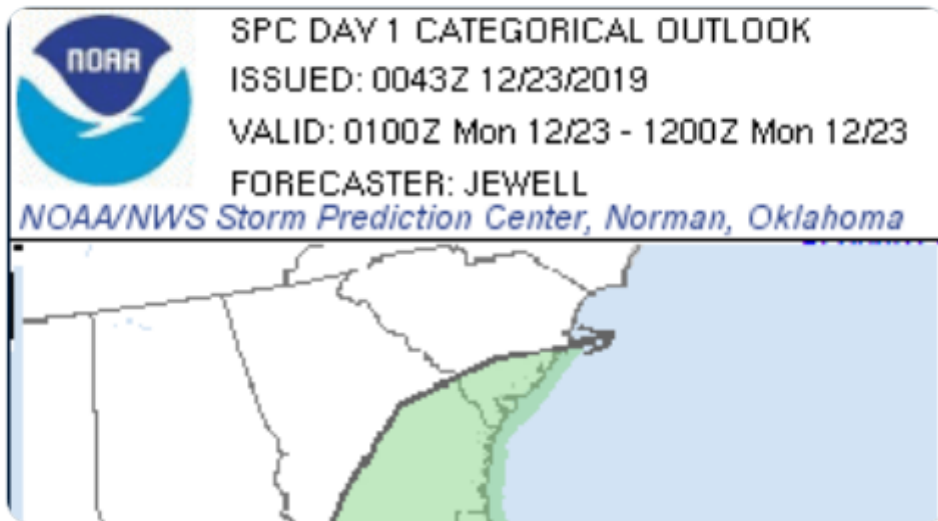
www.weather.gov/miami

2
57
71



NWS Miami  @NWSMiami · Dec 22, 2019

The Storm Prediction Center has placed most of South Florida under a Slight Risk for Severe Weather tonight. We recommend have your NOAA Weather Radio ready, and keep your mobile device handy in case warnings are issued for your location.



 24

 26





NWS Miami @NWSMiami · Dec 22, 2019

12/22 - A Tornado Watch has been issued for most of South Florida through 5 AM Monday morning. Please keep your phone on overnight and have multiple ways to receive warnings! #FLwx



NWS SPC @NWSSPC · Dec 22, 2019

7:47pm CST #SPC_Watch WW 706 TORNADO FL CW 230145Z - 231000Z, #flwx #cwwx, go.usa.gov/xpsCy



Tornado Watch # 706 - Valid from 845 PM until 500 AM EST

NOAA/NWS/Storm Prediction Center

Updated: 20191223/0146 UTC

14

197

232



1/22/2020

Storms swamp South Florida roads - South Florida Sun-Sentinel

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After a chilly night, South Florida's temperature should thaw out and

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WEATHER FORECAST NEWS

Record rain swamps South Florida in waist-deep water

By DOUG PHILLIPS and EILEEN KELLEY
SOUTH FLORIDA SUN SENTINEL | DEC 23, 2019



⏏ This ad will end in 3 seconds



South Florida was swamped by heavy rains overnight that flooded streets and highways, stranded cars and closed the Fort Lauderdale airport.



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<https://www.sun-sentinel.com/news/weather/fl-ne-weatherweek-20191221-ybbqop7rvjfejfsyrrtj2gaxxe-story.html>

1/9

Heavy rains Monday pulverized an almost 80-year-old record, dropping over 7 inches of rain in a few hours and topping the record by nearly 5½ inches.

The rare burst of storms around daybreak Monday flooded roads, submerged cars, stranded drivers and closed Fort Lauderdale-Hollywood International Airport for about three hours.

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Hardest hit were portions of Dania Beach, Hollywood and Hallandale Beach, where a National Weather Service observer noted unofficial rainfall of nearly 13 inches. Though most main roads were passable by mid morning, ankle to waist-high water persisted in some neighborhoods into Monday afternoon.

Emergency dispatchers for the Broward County Sheriff's Office took hundreds of flood-related calls, said Sgt. Don Pritchard. Hallandale Beach received 86 weather related calls for service. Twenty-three people called because they were stranded in submerged vehicles.

PAID POST

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The Hallandale Beach Police Department was working with towing companies to remove cars on the roads as well as to reach those stranded in their cars. Several traffic engineers were out working to repair traffic signals.

No one was reported to be hurt, but motorists and homeowners across the region reported water damage.



A stalled out vehicle sits in a flooded Gulfstream Park parking lot in Hallandale as another truck drives by on Dec. 23, 2019. Some parts of Hallandale, Hollywood and Dania Beach took on 12 inches of rainfall which resulted in severe flooding. (Susan Stocker / South Florida Sun Sentinel)

1 / 30

The storms erupted after a low pressure system formed in the Gulf of Mexico and slowly moved north, causing multiple storms to

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Florida often gets storms when cold fronts march across portions of the country, but the amount of rain — 7.13 inches at 6 p.m. Monday at Fort Lauderdale's airport — is uncommon, said National Weather Service Meteorologist Chuck Caracozza.

Normal rainfall at the airport is 2.46 inches for the entire month of December. This year, rainfall totaled 9.39 inches by 6 p.m. Monday.

The previous record for the airport on Dec. 23 was 1.57 inches in 1940.

Advertisement



The National Weather Service reported 8.8 inches of rain in Hollywood but just over 3 inches at Miami International Airport and just under 2 inches at Palm Beach International Airport. Neither airport experienced significant travel delays, but Fort Lauderdale-Hollywood reported 123 flights delayed and six canceled about 8 a.m.

Greg Meyer has been with the Broward County Aviation Department for 13 years and he has never seen anything like it.

[RELATED: Racehorses relocated as stalls underwater at Gulfstream Park »](#)

The airport has closed in preparation of hurricanes, but the last time it even came close because of rain was May 23, 2003.

Even then — in the midst of a 100-year flood event — only two of the three runways were closed down due to flooding.

"Today was worse," Meyer said.

Some 1.8 million travelers are expected to pass through the airport from Dec. 18 through Jan. 2. About 126,000 people were expected to pass through on Monday.

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Flooding affected at least 5 percent of the 1,200 lane miles of roads that Broward County owns or maintains, said Anh Ton, the county's director of highway and bridge maintenance.

Ton said the heavy rain overwhelmed the drainage system at several locations, including NW 27th Avenue near Sunrise Boulevard in Fort Lauderdale and Riverland Road in Fort Lauderdale and Andrews Avenue near Broward Boulevard, also in Fort Lauderdale.

"We've had 7 inches before, but that is spread out," Ton said.



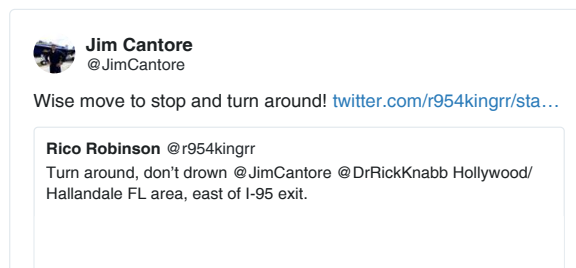
County roads, Ton said, have storm inlets that collect water. The water then travels through a system of storm drains to a treatment area before it empties into lakes or the Intracoastal Waterway. When there is so much water at once, the collection system gets overwhelmed.

That's exactly what happened Monday.

Crews used pumps and vacuum trucks to lower the water level on the roads, "allowing for safe travel without closing any roads," Ton said.

By midday, Ton said he was not aware of any homes being flooded along county roads.

Fort Lauderdale's airport tweeted about 4 a.m. that the facility was closed because of severe rain and flash flooding. Well before the call to close the airport, social media was lighting up with posts about the conditions.



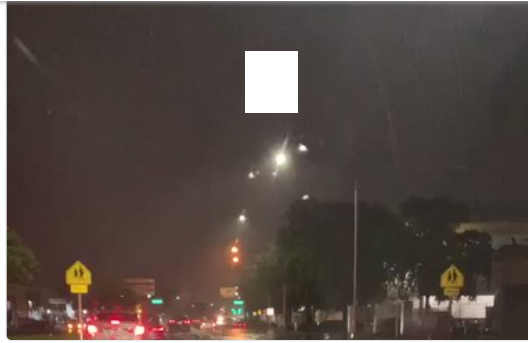
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1/22/2020

Storms swamp South Florida roads - South Florida Sun-Sentinel



56 4:03 AM - Dec 23, 2019

22 people are talking about this

“The flooding is insane,” someone heading there for a 2 a.m. pickup wrote. “Cars are stalled out and people are driving on sidewalks.”

Flights were resuming about 6:30 a.m., but traffic heading to the airport was extremely heavy, and some airport services, such as shuttle buses, were continually disrupted, officials said.

In Terminal 2, Nikki Gavallas waited in a long line at the counter for Delta Airlines with her husband and two daughters, 3 and 14 months.

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Our adventure this morning started really early. We were supposed to have a 7:30 flight to Atlanta that got delayed to 8:30 and we’ve been stuck in traffic trying to get to the airport,” Gavallas said, while trying to take it all in stride.

“But it’s OK, our kids are being great,” she said.

LATEST WEATHER FORECAST

After a chilly night, South Florida’s temperature should thaw out and rise (just like the iguanas)

Watch out for falling iguanas! Weather service issues alert

Much cooler weather heading for South Florida

By early Monday, most of the worst weather had moved east, off the coast.

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<https://www.sun-sentinel.com/news/weather/fl-ne-weatherweek-20191221-ybbqop7rvjfejfsyrrtj2gaxxe-story.html>

6/9

Wednesday, Christmas Day, is forecast to be pleasant with mostly sunny skies, highs in the upper 70s and winds from the north at about 5 to 10 mph.

Staff photographer Joe Cavaretta contributed to this report.

Doug Phillips

South Florida Sun Sentinel



Doug Phillips is a writer and editor on the Sun Sentinel's audience engagement team. He covers breaking news and updates the website from before dawn to mid-morning. Doug, who joined the Sun Sentinel in 2000, has an extensive background in radio and was a Miami-based street reporter for 15 years.

Eileen Kelley

South Florida Sun Sentinel



Eileen Kelley has been a crime reporter for the South Florida Sun Sentinel since October 2019. She has spent her career in newsrooms in Florida, the midwest and west, primarily as an investigative and crime reporter. Prior to joining the Sun Sentinel, she was a reporter at the Florida Times-Union in Jacksonville.

S MOST READ



1. Lucky's Market closing all but one Florida store



2. Watch out for falling iguanas! Weather service issues alert



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The Motley Fool | Sponsored

A driver hit a pack of bicyclists and killed two. Her penalty? A suspended driver's license.

More than a year ago, a woman who was speeding accidentally plowed into a group of cyclists, killing two of them. This week, she stood before a judge on a careless driving charge.

Sun Sentinel

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Pembroke Pines conned out of \$700,000 by phantom security guards, state says

Ololade Shokunbi, 55, and Oluwatoyin Laditan, 60, were arrested in Miami-Dade County last week and are charged with "organized scheme to defraud," the state Attorney General's Office said.

Sun Sentinel

'I love you. I'm your dad. Stop,' father pleads as son fatally stabs him, police say

Jamal Hall, 24, of Hollywood, is accused of fatally stabbing his father, Malik Ali Hall, during a fight and then leading police on a chase before being captured.

Sun Sentinel

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Weekly

Get a quick-read digest of the stories that were of most interest to South Floridians each week.

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Erik Spoelstra says illness has been keeping Heat's Dion Waiters out of view

An update on why the Heat's Dion Waiters has been out of view.

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NY Daily News

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BUILDING PARTNERSHIPS IN AND AROUND — FLORIDA

Partnership Coordinators- **Juanita Mainster, Bernadine White King, Sala Green**
Media Specialists - **Andrea Robinson, Ingrid Cruz, Greg Engle**

Orlando CCC Heads into Uncharted Territory



The City of Orlando's CCC met for the first time on October 30th.



Orlando Mayor Buddy Dyer addresses the Orlando CCC at its first meeting.

The City of Orlando's Complete Count Committee held its first meeting on Oct. 30th. The meeting of a CCC isn't all that unusual, however, the City of Orlando is heading into somewhat unfamiliar territory for the 2020 Census. In the 2010 Census the City of Orlando shared a CCC with Orange County. For the 2020 Census however the City of Orlando CCC will go it alone.

The city and county did hold a joint news conference in July to announce the formation of their respective committees, but for this Census, though there will be some collaboration, each CCC will work on its own.

"We have about five months ahead of us," Orlando Mayor Buddy Dyer told the committee. "It's important for the City of Orlando, Orange County and all of Central Florida that every single one of our residents is counted."

One of the biggest challenges the area faces is a large transient population, another challenge to ensure every individual is counted is the significant migration of Puerto Ricans to Orlando in the aftermath of Hurricane Maria in 2017.

"We want to make sure we collaborate with all of our partners to make sure that happens," Dyer said. "Sometimes it's hard to get a good count especially when you have a large immigrant population."

Dyer stressed the importance of the census to the committee members.

"Because so many of our federal funding mechanisms are tied to population count as well as the number of United States congressmen and women that we have are tied to population count as well," he said. "Also, if we undercount, we are at a disadvantage to a community that accurately counts their numbers who will then get more in federal resources that we will get. So that's why it's so critically important."

BUILDING PARTNERSHIPS IN AND AROUND — FLORIDA

continued...



Leila Allen (left), director of intergovernmental relations for the Orlando Housing Authority, is the chair of Orlando's Complete Count Committee

EVERYONE COUNTS!

Leila Allen, director of intergovernmental relations for the Orlando Housing Authority, is the chair of Orlando's Complete Count Committee. While this is her first census, she is very familiar with census data.

"I've done a lot of other volunteer efforts in the community," Allen said after the meeting. "In my work the census was very key in me being able to develop programs here in the City of Orlando."

Allen knows the importance of the census and is motivated to lead the CCC as it overcomes the challenges ahead.

"The challenge I see is having all of the people who live in the City of Orlando understand the importance of being counted," she said. "That it's not something that should be pushed aside or ignored. That it is very, very important for them as an individual and for our community that each person is counted."

Calling all College Students Looking for a job next summer?

<https://2020census.gov/jobs>

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United States
Census
2020

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County Commissioner Helps with Successful Census Recruitment at Miami-Dade Job Fair



From left to right : Alex Pereira, Recruiting Assistant of US Census Bureau, "Winnie" Venghan Tang, census partnership specialist, and Miami-Dade County Commissioner Esteban Bovo, Jr., Chairman of the Miami-Dade County Census Task Force.

Many people went to the Job fair and received Census information about how to apply to be a Census enumerator.

Members of the South Florida Census Team participated in the Miami-Dade County Mayor's Initiative on Aging Job Fair held at the West Kendall Regional Library in South Florida on September 18th, they got a boost when Miami-Dade County Commissioner Esteban Bovo, Jr., Chairman of the Miami-Dade County Census Task Force, stopped by to lend a hand.

Over 200 attendees came to the Library's Job Fair looking for employment, and Census partnership specialists and census recruiting personnel set up an exhibit table to promote job recruitment and encourage the community to participate in Census 2020. Commissioner Bovo, Jr. helped in the recruiting efforts and many of the participants were encouraged to log onto 2020census.gov/jobs at the display to begin the process of applying for jobs with the bureau.

The Mayor's Initiative on Aging provides resources and information on programs and activities for seniors throughout the county. The Initiative assists in coordinating educational forums for elders, professionals and health and fitness fairs to promote wellness and safety among older adults. Mayor Carlos A. Gimenez is advocating for some of the most vulnerable members of the community and making a difference in their lives.



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United States
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2020 Census Promoted at the Latino Festival in Pensacola



Grace Resendez-McCaffery promotes the 2020 Census on stage.



The 2020 Census team has an exhibit booth with the promotional items for the attendees.



Census Recruiter Belkis Hernandez assisted some of the attendees to fill out job applications, while Ingrid Cruz, media partnership specialist, explained to an attendee that Census information is confidential by law.



Thousands of people from Latin and Central America participated at the Latino Festival in Pensacola.

Thousands of Hispanics participated in the Pensacola Latino Festival held in downtown, Pensacola on November 17. Grace Resendez-McCaffery, owner of the most well recognized bilingual newspaper on the Gulf Coast by La Costa Latina Newspaper since 2005, produced the Pensacola Latino Festival.

Friends and constituents call Grace "la Alcalde" (the Mayor) for her community services for the Latino population in Pensacola.

She stated the demographics of the community have changed. "We represent people of all the countries. We want more resources for people who speak Spanish." Grace has resided in Pensacola since 2004 and has produced the Pensacola Latino Festival for 14 years. "We need resources for all of the families and children."

On stage, Grace talked about the importance of the 2020 Census to the crowd and encouraged everybody to be counted by April 1, 2020.

During the festival, more than 30 bands, including local and international singers, participated on stage. Also, many cultural dancers presented their talent at the crowded festival. Food vendors from Central and South America sold their typical food dishes.

During the 14th Pensacola Latino Festival, members of the 2020 Census partnership specialists and recruitment department promoted the importance of the 2020 Census. Hundreds of residents applied for jobs at the Census booth.

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BUILDING PARTNERSHIPS IN AND AROUND — FLORIDA

Belle Glade Complete Count Committee Promotes Census at “Night Out Against Crime”



Over 1,000 people attended the event and received 2020 Census promotional information.



Mary Evans provided information to the public about the importance of answering the Census questionnaires on April 1, 2020.



Mary Evans provided information to the public about the importance to answer the Census questionnaires on April 1, 2020.



2020 Census exhibit at the “Night Out Against Crime” event.

The Belle Glade Complete Count Committee had a large presence at the “Night out against Crime” event in Belle Glade at Pioneer Park on October 24th.

Mary Evans, chairperson of the 2020 City of Belle Glade Complete Count Committee (CCC) talked to residents in attendance about the importance of responding to the Census and how to go online to apply for census jobs. The CCC members were out in force talking to people about 2020 Census and handing out 2020 Census promotional material and jobs flyers.

Over one thousand people participated and census partnerships specialists were on hand with an exhibit table handing out Census 2020 promotional material for all attendees.

BUILDING PARTNERSHIPS IN AND AROUND ——— FLORIDA

Total Success Is the Goal of the Brevard County Complete Count Committee



From Left to right: Census Partnership Specialists Nicolet Severe and Barbara Newton; Mike Haridopolos, former President of Florida Senate and a CCBC co-chair of CCC, Census Partnership Specialist Channa Lloyd, - Johnette Gindling President and CEO of Space Coast Health Foundation, and Rob Rains President United Way of Brevard County and the CCC Chair.



Influential leaders of Brevard county participated in the Census training offered by Channa Lloyd, census partnership specialist.



Brevard County Facebook page.



Nicolet Severe and Channa Lloyd at the Census exhibit table during the event.



Multiple Complete Count Committees (CCC) have already been organized in Florida to promote the 2020 Census in their communities. More than 30 people from all over Brevard County came together to receive training from Census Partnership Specialists Barbara Newton and Channa Lloyd at the Space Coast Health Foundation Center for Collaboration in Rockledge.

The Correct Count Brevard Coalition (CCBC) held its inaugural meeting on November 4th. Rob Rains, president of the United Way of Brevard County and the Complete Count Committee chairman, is fully committed to promoting the Census through outreach and recruitment. He was on hand and showed how Brevard County has already developed its own a Facebook page, "Correct Count Brevard," to promote the 2020 Census across social media.

Also, in the meeting was Mike Haridopolos, CCBC co-chairman and a former president of the Florida State Senate along with Johnette Gindling, president and CEO of the Space Coast Health Foundation. They are all members of the CCC to ensure the 2020 Census is a success in Brevard County.

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United States
Census
2020

BUILDING PARTNERSHIPS IN AND AROUND — FLORIDA

Asian Community in Florida Gathers to Endorse 2020 Census



APIAVote's Norman Y. Mineta Leadership Institute's (NYMLI) 2020 Census Training attendees at the North Miami Beach McDonald Senior Center in North Miami Beach, FL.



APIAVote's Norman Y. Mineta Leadership Institute's (NYMLI) 2020 Census Training Sessions at the Amerasia Bank Activity Center in Orlando, FL.



In addition, Mike Wang, President of Federation of Florida Chinese Associations, will organize the Chinese CCC with all eleven member Chinese organizations in South Florida.



APIAVote's Norman Y. Mineta Leadership Institute's (NYMLI) 2020 Census Training Sessions at the Amerasia Bank Activity Center in Orlando, FL.

Florida Asian Services and the Asian American Federation of Florida joined with Asian Pacific Islander American Vote (APIAVote), a national partner, to conduct the Norman Y. Mineta Leadership Institute's (NYMLI) 2020 Census training on Sept. 14th in Miami and September 15th, in Orlando.

Over 50 Asian community leaders attended both workshops. APIAVote Field Program Director Eric Salcedo and Liz OuYang, a civil rights attorney and law professor consultant, worked with the attendees over five hours for each session to strengthen their understanding of the 2020 Census. They also gave participants the tools they needed to raise awareness and answer questions in their community to Get-out-the-Count.

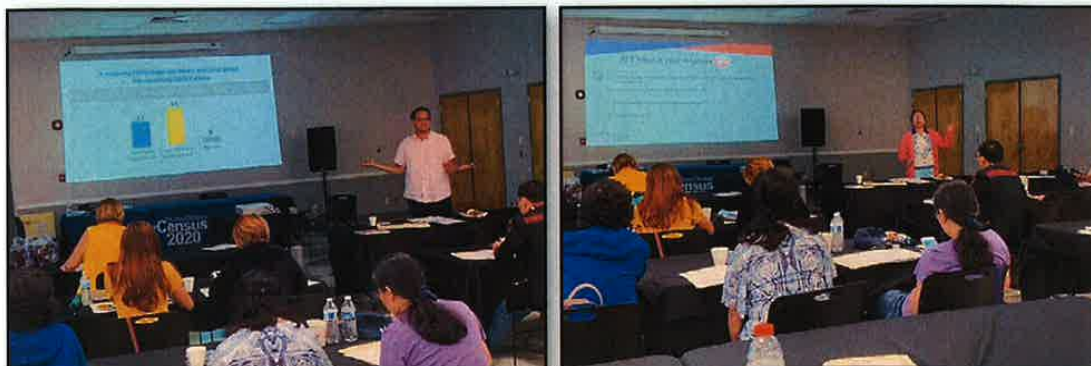
Stephen Lian Thang, from the Burmese community, is a first time participant in a civic workshop and said the training was "very helpful, especially in teaching the facts about the 2020 Census." He also mentioned that the "scenarios were particularly useful as we reach out to the Burmese community to better inform them and to dispel any myths or inaccurate information about the upcoming census next year."

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continued...



During the training, Joshua Ho of the Miami-Dade County Asian American Advisory Board urged leaders in attendance to join the county and city Complete Count Committee (CCC). With various complete count committees forming throughout Florida, community groups are meeting regularly to discuss how to better serve their communities – whether it be by ethnic group, race, or locale. For example, Broward County of Florida has a Culture and Ethnic CCC Subcommittee, including Caribbean, Haitian, African American, and Asian, among others.

In community panels during the training, Ho highlighted what was at stake and discussed the importance of Asian community participation in the 2020 Census. Jeannie Wong, Florida Asian Services' Civic Engagement Program Manager, is serving on the Miami-Dade County Census Task Force and also urged community leaders to join the county and city CCC. They also recapped a recently held Atlanta Regional Census Center's Asian Leaders Summit. At that event, representatives were invited from the seven states (Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, South Carolina) that fall in the Atlanta Census Region.

After the training, South Florida Asian attendees will form the South Florida Asian Complete Count Committee (SFACCC). Mae Thompson, Southern Regional Chair of the National Federation of Filipino American Associations (NaFFAA), said they will organize a Filipino CCC in Orlando and the seven states of Southern Region of the NaFFAA. Rajat Sharma, president of the Asian American Federation of Florida, will work with Asian Indians to form a Northeast Indian CCC in Jacksonville.

Calling all College Students Looking for a job next summer?

<https://2020census.gov/jobs>

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TOWN OF PEMBROKE PARK

3150 SW 52ND AVENUE • PEMBROKE PARK, FLORIDA 33023 • BROWARD (954) 966-4600 • FAX (954) 966-5186

TOWN OF PEMBROKE PARK REQUEST FOR PROPOSALS (RFP) TOWN ATTORNEY SERVICES BID PACKAGE RFP NO. 20-03

SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN:

FRIDAY, JANUARY 31, 2020 AT 3:00 PM, EST

TOWN OF PEMBROKE PARK
ATTENTION: INTERIM DEPUTY TOWN CLERK
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

**THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFP ON OR BEFORE THE STATED
DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE OFFEROR**

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**TOWN OF PEMBROKE PARK
TOWN ATTORNEY SERVICES
REQUEST FOR PROPOSALS (RFP) # 20-03**

The Town of Pembroke Park (“Town”) is currently requesting sealed proposals and qualifications for Town Attorney services.

1. BACKGROUND OF THE AGREEMENT

The Town of Pembroke Park is a Florida municipal corporation and is located in the southeastern part of the state in Broward County. The Town has a current estimated permanent population of 6,100 residents with a large influx of seasonal residents each winter. The Town has a total area of 1.7 square miles.

The Town is governed by five (5) Town Commissioners, operating under a Commissioner form of government and has approximately 25 employees. Commissioners are elected at large and serve for four (4) year terms. The Town Commission is responsible for passing Town Ordinances and Resolutions, adopting the annual budget, appointing committees, and setting policies. The Town Manager is responsible for the overall management and administration of each Department within the Town and implements Town policy at the direction of the Town Commission.

The Town provides a range of traditional municipal functions. These include police protection, fire rescue services, water and sewer service, planning and zoning services, maintenance of roadways, and recreational opportunities.

2. SCOPE OF WORK

The Town is soliciting proposals from experienced and well qualified firms or individuals for the provision of Town Attorney services. The selected firm or individual will be expected to perform the services in accordance with the Scope of Work herein and the requirements of the solicitation.

The proposer will be required to provide Town Attorney services and represent the Town in all matters requiring legal counsel. All duties must be performed in accordance with the Town’s Charter, the Town’s Code of Ordinances and all other pertinent statutes and regulations.

The selected proposer will provide legal services as Town Attorney including, but not limited to, the areas of: legislative governmental issues, land use and zoning, personnel, code enforcement and contract law as well as monitoring the activities of any outside legal counsel representing the Town in litigation.

- i. **General Services Requested.** The Town Attorney is expected to perform all general legal representation for the Town as required. Such general legal representation includes, but is not limited to:
 - A. Legislative work associated with the Town Commission meetings, including preparation or review of ordinances and resolutions, and written policies and procedures, together with research work as necessary associated with the preparation of those documents. This activity shall include providing assessments of legal likelihood in support of Town risk analyses.

- B. Preparation of oral or written opinions on legal matters as required by the Town Commission and/or Town Manager.
- C. Negotiation and preparation of agreements, leases contracts, or similar documents.
- D. Review and comment on contract forms between the Town and independent contractors.
- E. Performance of investigations that may require interviewing witnesses, taking testimony, review of reports, and legal research, when requested by the Town Commission or by the Town Manager.
- F. Provide legal counseling, guidance and opinions to the Town Manager and the Department Heads regarding the operations of the Town; provided, however that except in the event of an emergency problem, all requests by Department Heads for such legal counseling, guidance and opinions shall be channeled through the Town Manager.
- G. Participation in meetings and telephone conference with the Town Manager and Town staff as designated by the Town Manager, as required.
- H. Prepare and review charter revisions, ordinances, resolutions, documents and documents that are pertaining to Town matters upon request by the Town Commission or Town Manager.
- I. Provision of staff assistance, legal research and counseling related to the acquisition or sale of real property, preparation of leases, deeds and easements; utility franchise agreements; referendum questions, contracts, surety/performance/payment bonds, insurance policies, bills of sale, liens, waivers, subordinations, and other legal instruments; liability situations; grant guidelines; pension laws, arbitration, collective bargaining; and other matters as necessary requiring legal advice.
- J. Interpretation of the Town's Ordinances and prosecution of local ordinance or zoning violations in any Court, if the State Attorney is not handling the prosecution.
- K. Maintenance of legal files and provision to the Town Manager of copies of all correspondence, and of all pleadings and orders in all litigation the firm is handling for the Town.
- L. Keeping the Town Commission and Town Manager informed of legislation or judicial opinions that have potential to impact the Town.
- M. As requested by the Town, overseeing, in a cost-effective manner, litigation in which the Town represented by the Town's insurance carriers.
- N. Performance of other professional duties as may be required including but not limited to conducting legal research as required for the performance of duties representing the Town.
- O. Performance of professional duties and functions as may be required by Charter, ordinance or resolution of the Town Commission.
- P. With the exception of requests for legal services issued by the Town Commission acting as a body, the Town Manager shall act as a "gatekeeper" for the Town in requesting the services or assistance of the attorney or firm, coordination of the flow of work to the attorney or firm, and

establishing the relative priorities to be placed by the attorney or firm on each task for which the assistance of the attorney or firm is required. No member of the Town's staff may require the efforts of the attorney or firm on the behalf of the Town unless expressly authorized by the Town Manager. Notwithstanding the foregoing, any member of the Town Commission may request legal services and opinions of the attorney or firm regarding Town matters upon approval of the Commission.

ii. Specific Services Requested. In addition to the General Services, the Town Attorney is expected to perform certain specific legal services for the Town, as required. Such specific legal services include:

- A. Attend all workshop Commission meetings on the fourth (4th) Wednesday of each month at 6:00 p.m., all regular Commission meetings on the second (2nd) Wednesday of each month at 7:00 p.m., and all special Commission meetings when requested by the Town Commission or Town Manager.
- B. Attend all Town advisory board meetings in order to counsel the members thereof on any legal matter which confronts the board or committee as requested by the Town Manager.
- C. The Town Attorney shall retain an association with, or actually as an employee at their offices, a minimum of one attorney whom shall have competent experience in governmental affairs, in particular municipal government law and/or shall acquire such knowledge such that each attorney shall be able to attend such functions and attend to such matters as enumerated above in this contract when the Town Attorney is unavailable or unable to attend same.
- D. The Town Attorney shall continue to be the Town's primary representative in all litigation in any court and all other hearings, meetings, or other such functions as enumerated in this document.
- E. The Attorney shall also represent the Town in proceedings in any court of competent jurisdiction and in hearings before administrative tribunals where the Town is a party or intervener in respect to the issues that are pending before such court or administrative tribunal when directed to do so by the Town Commission. The Town Attorney may also represent the municipality in other matters, not specifically enumerated herein, at the request of the Town Commission or Town Manager.
- F. Maintain Auditable Records. The selected Attorney or firm shall maintain auditable records to account for all receipts and expenditures, and to document compliance with the specifications. These records shall be kept in accordance with Generally Accepted Accounting Principles, and the Town reserves the right to determine record-keeping methods in the event of non-conformity.

NOTE: Services contained within this Scope of Work will be provided pursuant to a future written contract being issued to the successful proposer and executed by the parties.

3. SCHEDULE

The proposed time schedule as related to this procurement is as follows:

Release of RFP:	Wednesday, December 18, 2019
Deadline for questions:	Friday, January 3, 2020
Proposal due date:	Friday, January 31, 2020
Proposal opening date & time	Friday, January 31, 2020; 3:30 PM
Interviews (if held):	Tuesday - Friday, February 11-14, 2020
Award of contract:	Wednesday, March 11, 2020

****All dates are subject to change at the discretion of the Town Commission.***

4. PROPOSAL FORMAT GUIDELINES

Proposers are to provide the Town with a thorough proposal using the following guidelines:

Proposal should contain no more than thirty (30) typed pages, including a cover letter and resumes of key people. Emphasis should be concentrated on conforming to the Request for Proposals ("RFP") instructions, responding to the RFP requirements and on providing a complete and clear description of what is being offered.

The following should be addressed in the proposer's response:

- i. **Cover Letter**
Proposal shall be accompanied by a cover letter, which should summarize the key elements of the proposal, including but not limited to: (1) name of firm, (2) ownership type, (3) year firm was established, (4) office locations, (5) number of firm employees, (6) description of firm's core business, and (7) name of principal of the firm. An individual authorized to bind the proposer must sign the letter. The letter must stipulate that the proposal shall be valid for a period of at least ninety (90) days. Indicate the address and telephone number of the proposer's office located nearest to the Town and the office from which the project will be managed.
- ii. **Background and Project Summary**
Describe your understanding of the Town, the work to be done and the objectives to be accomplished. Refer to the Scope of Work of this RFP.
- iii. **Approach**
Provide a detailed description of the approach and methodology to be used to accomplish the Scope of Work of this RFP. Included should be a detailed description of specific tasks you will require from Town staff and explain what the respective roles of Town staff and your staff would be to complete the tasks specified in the Scope of Work. Proposers are encouraged to provide additional innovative and creative approaches for providing the service that maximize efficiency and cost-effectiveness.

iv. **Staffing**

Provide a list of personnel who will be working on this project, indicate the functions that each will perform, and include a resume for each designated individual. The proposal must contain information demonstrating the organizational structure of the proposer and identify who will serve as the primary contact(s) for the Town. Proposer should demonstrate that the firm has the adequate staff to perform the work in the time allotted, including the availability of key personnel relative to other work currently under contract. Upon award and during the contract period, if different personnel are assigned to the project, those names and qualifications must be submitted to the Town. The successful proposer shall not employ any subcontractor to fulfill any of the duties herein specified without express, prior written approval of the Town.

v. **Qualifications**

Discuss the experience of the proposer with providing the services described in the Scope of Work to municipal government(s), and any other relevant experience within the last three (3) years. Describe the qualifications of the proposer and key staff who have performed projects similar in scope and complexity as described in this RFP to demonstrate competence to perform the services herein. Included should be names of key staff that participated on those projects and their specific responsibilities, and a summary of the proposer's demonstrated capability, including the length of time that the services in the Scope of Work have been provided.

All proposers should provide at least two (2) references, including name and contact information, preferably from another municipality or governmental entity, which have received similar services. The Town intends to contact the references listed.

vi. **Fee Proposal One (1) for RFP**

Indicate the annual fee for services to provide all services in the Scope of Work. Please also indicate an hourly rate for work outside of the scope of work. **See Appendix A.**

vii. **Fee Proposal Two (2) for Staff Cost**

The Commission may contemplate bringing the services in house. As a planning mechanism, please indicate the annual salary required part and/or full time to provide all services as stipulated in the Scope of Work. **See Appendix A**

5. PROCESS FOR SUBMITTING PROPOSALS

All proposals shall be submitted as follows:

i. **Content**

The proposal must be submitted using the format as indicated in the Proposal Format Guidelines.

ii. **Preparation of Proposal**

Each proposal shall be prepared simply and economically, avoiding the use of promotional material beyond those sufficient to provide a complete and accurate presentation. The Town will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

iii. **Number of Proposals**

Submit one (1) original complete package, ten (10) duplicate complete packages, and one (1) electronic copy of the proposal package (CD or USB drive).

iv. **Submission of Proposals**

Complete written proposals must be submitted in sealed envelopes clearly marked on the outside of the envelope “**RFP, TOWN ATTORNEY SERVICES**”, no later than **3:00 P.M. on FRIDAY, JANUARY 31, 2020** to the address listed below. Proposals received after this date and time will be rejected. Please allow for normal mail delivery time to ensure timely receipt of proposals, if using regular mail. Proposals may not be submitted by e-mail or fax.

**Address: Town of Pembroke Park, Attn: Interim Deputy Clerk
3150 SW 52nd Avenue
Pembroke Park, Florida 33023**

v. **Inquiries**

Questions about this RFP must be made in writing, via e-mail to the Interim Deputy Town Clerk at townclerk@townofpembrokepark.com.

The Town reserves the right to amend or supplement this RFP prior to the proposal due date. The Town endeavors to answer all written questions in a timely manner, but also reserves the right to not answer all questions.

From the date that this RFP is issued until a firm or entity is selected and the selection is announced, proposers are not allowed to communicate outside the process set forth in this RFP with any Town employee other than the individual listed above regarding this RFP. The Town reserves the right to reject any proposal for violation of this provision. Only written questions will be accepted, and no response other than written responses will be binding upon the own.

vi. **Conditions for Proposal Acceptance**

This RFP does not commit the Town to award a contract or to pay any costs incurred for any services. The Town, at its sole discretion, reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any qualified proposer, or to cancel this RFP in part or in its entirety. The Town may waive any irregularity in any proposal. All proposal submissions and materials shall become the property of the Town and will not be returned. If any proprietary information is contained in the proposal, it should be clearly identified. The contents of the successful proposal may, at the Town’s option, become part of the contract entered into by the successful proposer and the Town.

Respondents to this RFP are hereby notified that all proposals submitted and information contained therein and attached thereto shall be subject to disclosure under the Florida Public Records Law contained in Chapter 119, Florida Statutes.

6. EVALUATION CRITERIA

Evaluation of all proposals received by the Town shall be based on the following criteria:

	Criteria	Points
1.	Qualifications and Experience	30
2.	Experience Working with City Government	30
3.	References and/or Recommendations	10
4.	Methodology and Approach	10
5.	Fee Proposal	20
	Total:	100

1. Qualifications and Experience (30 Points).

Provide information as to each of the individual attorney's experience and the firm's experience in representing local governmental entities. That is, identify all current and for the past five (5) years municipal, county or other governmental agencies for which your firm has provided legal counsel or advice and the relationship between the law firm and/or each individual attorney and the identified entity.

Identify the specific experience of the firm in all phases of Florida land use law. Identify the specific experience of the firm in specialized areas, including but not limited to municipal issues including parliamentary procedures, open meetings, Government in the sunshine, elected official, municipal finance, land use, zoning, growth management, environmental law, inter local agreements, building code, personnel an additional legal areas that will identify the focus of the firm.

2. Experience Working with Local Government (30 Points).

Provide information as to each of the individual attorney's experience and the firm's experience in representing local government entities. That is, identify all current and for the past five (5) years municipal, county, or other governmental agencies for which your firm has provided legal counsel or advice and the relationship between the law firm and/or each individual attorney and identified entity.

3. References (10 Points).

Respondents must provide a minimum of three (3) references. For each reference provide: (i.) name of entity; (ii.) contact person; (iii.) address and telephone number for reference; and (iv.) dates of representation.

4. Methodology and Approach (10 Points).

Respondents should include the following:

- i. Name of law firm/individuals and primary attorney to service as the Town Attorney at each Town Commission meeting and other board meetings.
- ii. After hour availability.
- iii. Information on how the firm/individual would structure the working relationship between the Town Attorney's office, Town Commission, and the Town Manager's office.
- iv. Areas of expertise where the use of special outside counsel is anticipated.
- v. Statement on how the workload of the Town of Pembroke Park will be accommodated and what kind of priority it would be given.

5. Fee Proposal (20 Points).

The proposer shall submit a proposal for compensation, which should include, but is not limited to, a monthly retainer fee option, an hourly rate option, or a combination of these options. In the instance of an "Exception" to the RFP process, please provide a specific proposal detailing the costs associated with the alternative proposal.

7. EVALUATION OF PROPOSALS AND SELECTION PROCESS

An Evaluation Committee appointed by the Town Commission will screen and review all proposals according to the weighed criteria set forth above.

i. Responsiveness Screening

Proposals will first be screened to ensure responsiveness to the RFP. The Town may reject as non-responsive any proposal that does not include the documents required to be submitted by this RFP. At any time during the evaluation process, the Town reserves the right to request clarification or additional information from any or all proposers regarding their proposals. The Town may reject any proposal in which a proposer's approach, qualifications or price is not considered acceptable by the Town. An unacceptable proposal is one that would have to be substantially rewritten to make it acceptable.

ii. Initial Proposal Review

The Evaluation Committee will initially review and score all responsive written proposals based on the Evaluation Criteria set forth above. The Evaluation Committee shall consist of the: (i) Mayor, (ii) Town Manager, (iii) Assistant Town Manager, (iv) Finance Director, and (v) Public Services Director. The Evaluation Committee may also contact proposer's references. The three highest rankings proposers may be invited to the next stage of the evaluation process.

iii. Interviews, Reference Checks, Revised Proposals, Discussions

Following the initial screening and review of proposals, the proposers included in this stage of the evaluation process may be invited to participate in an oral interview conducted by the Town Commission. Interviews, if held, will be on **February 11 – 14, 2020**, and will be conducted at Town Hall in Pembroke Park, Florida. These dates are subject to change. The individual(s) from proposer's firm that will be directly responsible for carrying out the contract, if awarded, should be present at the oral interview.

Following conclusion of this stage of the evaluation process, the Town Commission will rank all proposers according to the Evaluation Criteria set forth above. The Town Commission may accept the proposal or negotiate the terms and conditions of the agreement with the highest ranked firm.

Recommendation for award is contingent upon the successful negotiation of final contract terms. Pursuant to Section 286.0113, Florida Statutes, negotiations shall be confidential and not subject to disclosure of competing proposers unless an agreement is reached. If contract negotiations cannot be concluded successfully, the Town may terminate negotiations and commence negotiations with the next highest scoring proposer, or withdraw the RFP.

8. CONDITIONS TO AGREEMENT

- i. The contract resulting from this solicitation may be awarded to the responsive proposer which submits a proposal determined to provide the best value to the Town with price, technical, and other applicable factors considered. The Town reserves the right to reject any and all proposals, to waive irregularities or technicalities and to re-advertise for all or any part of this solicitation as deemed in its best interest. The Town shall be the sole judge of its best interest. Town anticipates the term of the contract resulting from this solicitation will be for three (3) years with up to two (2) one-year options to renew, upon mutual written assent agreement of the parties.

- ii. The Town reserves the right to reject any and all proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the Town's best interest to do so.
- iii. Award of this solicitation will only be made to firms that satisfy all necessary legal requirements to do business with the Town. The Town may conduct any investigation it deems necessary to determine if the proposer is capable of performing the requirements of this solicitation.
- iv. The proposer's performance as a prime contractor or subcontractor on previous Town contracts shall be taken into account in evaluating the responsibility of a proposer that submitted a proposal under this solicitation.
- v. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.
- vi. A vendor wishing to protest any award decision resulting from this solicitation shall do so as set forth in Town's Procurement Ordinance, Chapter 2, Article V, and Pembroke Park Code of Ordinances. It is incumbent upon the proposer to be aware of the posting of any associated award recommendation. Any protest received after the protest deadline date may be rejected.
- vii. The Town reserves the right to incorporate the successful firm's proposal into a contract. Failure of a firm to accept this obligation may result in the cancellation of any award.
- viii. The selected firm will be required to assume responsibility for all services offered in the proposal. The Town will consider the selected firm to be the sole point of contact with regard to contractual matters, including payment of any or all charges.
- ix. A copy of the proposal ranking and award will be available for review at Town Hall, located at 3150 SW 52nd Avenue, Pembroke Park, Florida, 33023 upon completion of the selection process. Interested parties may obtain a copy of the final ranking from the Town.

9. RIGHT OF REJECTION

The Town reserves the right to waive any informality in any proposal, to reject any or all proposals in whole or in part, with or without cause, and/or to accept the proposal that in its judgment will be in the best interest of the Town.

10. INDEMNIFICATION

To the fullest extent permitted by law, the proposer shall indemnify and hold harmless the Town and their respective consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to attorney's fees and other professionals and court and arbitration costs) arising out of or resulting from the performance of the proposer's work, provided that such claim, damage, loss or expense is caused in whole or in part by any intentional or negligent act or omission by the proposer, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the proposer to perform or furnish the services, or anyone for whose acts the proposer may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

As to any and all claims against the Town or any of its consultants, agents or employees by any employee of proposer, by any person or organization directly or indirectly employed by proposer to perform or furnish any of the work, or by anyone for whose acts proposer may be liable, the indemnification obligation under this requirement shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for proposer under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

11. NON-DISCRIMINATION

Proposer agrees and warrants that in the performance of the contract pursuant to this solicitation, proposer will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, or physical disability or other basis in any manner prohibited by federal, state, or local laws.

12. GENERAL TERMS AND CONDITIONS

i. Definitions

Addenda: A written change to a solicitation.

Contract: The agreement to perform the services set forth in this document signed by both parties with any addenda and other attachments specifically incorporated.

Contractor: The proposer to whom award has been made.

Modification: A written change to a contract.

Proposal: Shall refer to any offer(s) submitted in response to a Request for Proposal.

Proposer: Shall refer to anyone submitting an offer in response to a Request for Proposal.

Request for Proposal (RFP): Shall mean this solicitation documentation, including any and all addenda. An RFP involves evaluation of proposals, and award may be made on a best value basis with price, technical, and other factors considered.

Solicitation: The written document requesting either bids or proposals from the marketplace.

Town: Shall refer to the Town of Pembroke Park

Vendor: a general reference to any entity responding to this solicitation or performing under any resulting contract.

The Town has established for purposes of this RFP that the words "shall", "must", or "will" indicate an essential requirement or condition which may not be waived.

ii. Equal Opportunity Agreement

In connection with work performed under a Town contract, a proposer agrees, upon receipt of a written award or acceptance of a contract, to support and abide by all State and Federal Equal Opportunity laws and regulations.

By submitting a proposal in response to this solicitation, a proposer agrees to:

- Not discriminate against any employee or job applicant because of their race, creed, color, sex, age, marital status or national origin;
- Post a copy of this pledge in a conspicuous place, available to all employees and job applicants; and
- Place or cause to be placed a statement in all solicitations or advertisement for job applicants, including subcontracts, that the proposer is an "Equal Opportunity Employer".

iii. Public Entity Crimes

Pursuant to Section 287.133(2)(a), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

iv. Issuance of Addenda

If this solicitation is amended, the Town will issue an appropriate addendum to the solicitation. If an addendum is issued, all terms and conditions that are not specifically modified shall remain unchanged.

Proposers shall acknowledge receipt of each addendum to this solicitation by signing and returning the addendum using one of the following methods:

- By mailed letter;
- By facsimile; or
- By email to townclerk@townofpembrokepark.com

The Town must receive the acknowledgment by the time and date, and at the location specified for receipt of proposals.

v. Payment

Prompt Pay Policy: It is the policy of the Town to fully implement the provisions of the State of Florida Prompt Payment Act.

Withholding Payment: In the event a contract is canceled under any provision herein, the Town may withhold from the Contractor any monies owed on that or any contract, an amount sufficient to compensate for damages suffered because of the violation resulting in cancellation.

vi. Access To Meetings

Persons with disabilities requiring reasonable accommodations to attend meetings, please call Interim Deputy Clerk at (954) 966-4600 at least forty-eight (48) hours in advance (excluding weekends and holidays). Public notice of all Evaluation Committee meetings will be posted in the Town's office as far in advance of the meeting as possible.

vii. Confidentiality

By submitting a proposal in response to this solicitation, a proposer acknowledges that the Town is a governmental entity subject to the Florida Public Records Law (Chapter 119, Florida Statutes). The proposer further acknowledges that any materials or documents provided to the Town may be "public records" and, as such, may be subject to disclosure to, and copying by, the public unless otherwise specifically exempt by statute. Should a proposer provide the Town with any materials which it believes, in good faith, contain information which would be exempt from disclosure or copying under Florida law, the proposer shall indicate that belief by typing or printing, in bold letters, the phrase "Proprietary Information" on the face of each affected page of such material. The proposer shall submit to the Town both a complete copy of such material and a redacted copy in

which the exempt information on each affected page, and only such exempt information, has been rendered unreadable. In the event a proposer fails to submit both copies of such material, the copy submitted will be deemed a public record subject to disclosure and copying regardless of any annotations to the contrary on the face of such document or any page(s) thereof.

Should any person request to examine or copy any material so designated, and provided the affected proposer has otherwise fully complied with this provision, the Town, in reliance on the representations of the proposer, will produce for that person only the redacted version of the affected material. If the person requests to examine or copy the complete version of the affected material, the Town shall notify the proposer of that request, and the proposer shall reply to such notification, in a writing that must be received by the Town no later than 4:00 p.m., ET, of the second Town business day following proposer's receipt of such notification, either permitting or refusing to permit such disclosure or copying. Failure to provide a timely written reply shall be deemed consent to disclosure and copying of the complete copy of such material. If the proposer refuses to permit disclosure or copying, the proposer agrees to, and shall, hold harmless and indemnify the Town for all expenses, costs, damages, and penalties of any kind whatsoever which may be incurred by the Town, or assessed or awarded against the Town, in regard to the Town's refusal to permit disclosure or copying of such material. If litigation is filed in relation to such request and the proposer is not initially named as a party, the proposer shall promptly seek to intervene as a defendant in such litigation to defend its claim regarding the confidentiality of such material. This provision shall take precedence over any provisions or conditions of any proposal submitted by a proposer in response to the RFP and shall constitute the Town's sole obligation with regard to maintaining confidentiality of any document, material, or information submitted to the Town.

APPENDIX A
TOWN ATTORNEY SERVICES
REQUEST FOR PROPOSAL (RFP) NO. 20-03
FEE PROPOSAL

Individual and/or Company's Name:

The proposer shall submit a proposal for compensation, which should include, but is not limited to, a monthly retainer fee option, an hourly rate option, or a combination of these options. In the instance of an "Exception" to the RFP process, please provide a specific proposal detailing the costs associated with the alternative proposal.

Fee Proposal:_____

Indicate the annual salary required part and/or full time to provide all services as stipulated in the Scope of Work.

Salary Requirement::_____

We, the undersigned, hereby propose and agree to furnish to the Town of Pembroke Park all work as defined in the RFP. This proposal is subject to all terms of the specifications and bid conditions, and we hereby agree to furnish such items as may be awarded to us.

Authorized Signature

Date

Print Name

Telephone Number

Title

Email Address

APPENDIX B

TOWN ATTORNEY SERVICES REQUEST FOR PROPOSAL (RFP) NO. 20-03 INSURANCE REQUIREMENTS

The proposer shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the proposer and all of its agents, employees, sub-contractors and other providers of services and shall name the Town, its employees and agents as an Additional Insured on a primary and non-contributory basis to the proposer's Commercial General Liability and Automobile Liability policies. These requirements shall be clearly stated in the remarks section on the proposer's Certificate of Insurance. Insurance shall be written with Carriers approved in the State of Florida and with a minimum Best's Rating of A-. In addition, all Carriers are subject to approval by the Town. Minimum limits and requirements are stated below:

1. Worker's Compensation Insurance:
 - Statutory Coverage
 - Employer's Liability
 - \$100,000 each accident/\$500,000 disease-policy limit/\$100,000 disease each employee
2. Commercial General Liability:
 - Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.
 - Limits of Liability for Bodily Injury and Building Damage Each Occurrence \$1,000,000 Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
3. Automobile Insurance:
 - Including all owned, hired, borrowed and non-owned vehicles
 - Limit of Liability for Bodily Injury and Building Damage: Per Accident \$1,000,000
4. Errors and Omissions Liability or Professional Services Liability Policy
 - Provide Errors and Omissions Liability or Professional Services Liability Policy for a minimum Limit of Liability \$500,000 each occurrence or per claim.

The proposer agrees to maintain continuous professional liability coverage for the entire duration of this contract, and shall provide for an Extended Reporting Period in which to report claims for five (5) years following the conclusion of the contract.

The proposer shall provide a Certificate of Insurance as "evidence" of General Liability, Auto Liability including all owned, hired, borrowed and non-owned vehicles, and statutory Worker's Compensation and Employer's Liability coverages.

The proposer shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Certificate shall specify that the Town shall receive 30 days advance written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured and Waiver of Subrogation. The proposer shall provide the Town copies of any such Policies upon request.

The above insurance requirements are the Town's general requirements. Insurance requirements with the awarded proposer are subject to final negotiations.



TOWN OF PEMBROKE PARK

3150 SW 52ND AVENUE • PEMBROKE PARK, FLORIDA 33023 • BROWARD (954) 966-4600 • FAX (954) 966-5186

TOWN OF PEMBROKE PARK
REQUEST FOR PROPOSALS (RFP)
PROFESSIONAL PLANNING CONSULTING
SERVICES
BID PACKAGE RFP NO. 20-04

SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN:

FRIDAY, JANUARY 31, 2020 AT 3:00 PM, EST

TOWN OF PEMBROKE PARK
ATTENTION: INTERIM DEPUTY TOWN CLERK
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFP ON OR BEFORE THE STATED
DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE OFFEROR

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**TOWN OF PEMBROKE PARK
PROFESSIONAL PLANNING CONSULTING SERVICES
REQUEST FOR PROPOSALS (RFP) # 20-04**

The Town of Pembroke Park (“Town”) is currently requesting sealed proposals and qualifications for professional planning consulting services.

1. BACKGROUND OF THE AGREEMENT

The Town of Pembroke Park is a Florida municipal corporation and is located in the southeastern part of the state in Broward County. The Town has a current estimated permanent population of 6,100 residents with a large influx of seasonal residents each winter. The Town has a total area of 1.7 square miles.

The Town is governed by five (5) Town Commissioners, operating under a Commissioner form of government and has approximately 25 employees. Commissioners are elected at large and serve for four (4) year terms. The Town Commission is responsible for passing Town Ordinances and Resolutions, adopting the annual budget, appointing committees, and setting policies. The Town Manager is responsible for the overall management and administration of each Department within the Town and implements Town policy at the direction of the Town Commission.

The Town provides a range of traditional municipal functions. These include police protection, fire rescue services, water and sewer service, planning and zoning services, maintenance of roadways, and recreational opportunities.

2. SCOPE OF WORK

The Town is soliciting proposals from qualified individuals and firms to provide professional planning consulting services. The Town is seeking a proposer who can take a proactive approach in completing the work below and advising the Town on all aspects of its current practices, while making recommendations for continuous improvement.

The selected proposer shall provide the following services:

- A. Planning services for: rezoning, signage plans, site development plans, architectural evaluations, variance applications, special use applications, sub-division plans, building permit plan review and review of applicable land development regulations;
- B. Process future land use comprehensive plan map amendments to comply with applicable state regulations;
- C. Amend land development regulations for current issues and consistency with Town’s comprehensive plan;
- D. Land planning support services as necessary concerning right-of-way improvements including review of roadway plan improvements, review signage and pavement marking plans, review right-of-way landscaping and lighting plans, and plans for topographic data;
- E. Assist Town staff on issues of building permits applications for compliance, land use, such as zoning, development approval process, and related matters.

3. SCHEDULE

The proposed time schedule as related to this procurement is as follows:

Release of RFP:	Wednesday, December 18, 2019
Deadline for questions:	Friday, January 3, 2020
Proposal due date:	Friday, January 31, 2020
Proposal opening date & time	Friday, January 31, 2020; 4:00 PM
Interviews (if held):	Tuesday - Friday, February 11-14, 2020
Award of contract:	Wednesday, March 11, 2020

****All dates are subject to change at the discretion of the Town.***

4. PROPOSAL FORMAT GUIDELINES

Proposers are to provide the Town with a thorough proposal using the following guidelines:

Proposal should contain no more than thirty (30) typed pages, including a cover letter and resumes of key people. Emphasis should be concentrated on conforming to the Request for Proposals (“RFP”) instructions, responding to the RFP requirements and on providing a complete and clear description of what is being offered.

The following should be addressed in the proposer’s response:

a. Cover letter

Proposal shall be accompanied by a cover letter, which should summarize the key elements of the proposal, including but not limited to: (1) name of firm, (2) ownership type, (3) year firm was established, (4) office locations, (5) number of firm employees, (6) description of firm’s core business, and (7) name of principal of the firm. An individual authorized to bind the proposer must sign the letter. The letter must stipulate that the proposal shall be valid for a period of at least ninety (90) days. Indicate the address and telephone number of the proposer’s office located nearest to the Town and the office from which the project will be managed.

b. Background and Project Summary

Describe your understanding of the Town, the work to be done and the objectives to be accomplished. Refer to the Scope of Work of this RFP.

c. Approach

Provide a detailed description of the approach and methodology to be used to accomplish the Scope of Work of this RFP. Included should be a detailed implementation plan with project schedule. Also included should be a detailed description of specific tasks you will require from Town staff and explain what the respective roles of Town staff and your staff would be to complete the tasks specified in the Scope of Work. Proposers are encouraged to provide additional innovative and creative approaches for providing the service that maximize efficiency and cost-effectiveness.

d. Staffing

Provide a list of personnel who will be working on this project, indicate the functions that each will perform, and include a resume for each designated individual. The proposal must contain information demonstrating the organizational structure of the proposer and identify who will serve as the primary contact(s) for the Town. Proposer should demonstrate that the firm has the adequate

staff to perform the work in the time allotted, including the availability of key personnel relative to other work currently under contract. Upon award and during the contract period, if different personnel are assigned to the project, those names and qualifications must be submitted to the Town. The successful proposer shall not employ any subcontractor to fulfill any of the duties herein specified without express, prior written approval of the Town.

e. Qualifications

Discuss the experience of the proposer with providing the professional planning consulting services described in the Scope of Work to municipal government(s), and any other relevant experience within the last three (3) years. Describe the qualifications of the proposer and key staff who have performed projects similar in scope and complexity as described in this RFP to demonstrate competence to perform the services herein. Included should be names of key staff that participated on those projects and their specific responsibilities, and a summary of the proposer's demonstrated capability, including the length of time that the services in the Scope of Work have been provided. Proposer should also include a statement of its technical capabilities (i.e. personnel, equipment and material) to perform the services in the Scope of Work.

All proposers should provide at least two (2) references, including name and contact information, preferably from another municipality or governmental entity, which have received similar services. The Town intends to contact the references listed.

f. Fee Proposal One (1) for RFP

Indicate the annual fee for services to provide all services in the Scope of Work. Please also indicate an hourly rate for work outside of the scope of work. See Appendix A.

Fee Proposal Two (2) for Staff Cost

The Commission may contemplate bringing the services in house. As a planning mechanism, please indicate the annual salary required part and/or full time to provide all services as stipulated in the Scope of Work. See Appendix A

5. PROCESS FOR SUBMITTING PROPOSALS

All proposals shall be submitted as follows:

a. Content

The proposal must be submitted using the format as indicated in the Proposal Format Guidelines.

b. Preparation of Proposal

Each proposal shall be prepared simply and economically, avoiding the use of promotional material beyond those sufficient to provide a complete and accurate presentation. The Town will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

c. Number of Proposals

Submit one (1) original complete package, ten (10) duplicate complete packages, and one (1) electronic copy of the proposal package (CD or USB drive).

d. Submission of Proposals

Complete written proposals must be submitted in sealed envelopes clearly marked on the outside of the envelope "**RFP, PROFESSIONAL PLANNING CONSULTING SERVICES**", no later than **3:00 P.M. on FRIDAY, JANUARY 31, 2020**. Proposals received after this date and time will be rejected. If using regular mail, please allow for delivery time to ensure timely receipt.

Proposals may not be submitted by e-mail or fax.

Address: Town of Pembroke Park, Attn: Interim Deputy Clerk
3150 SW 52nd Avenue
Pembroke Park, Florida 33023

e. Inquiries

Questions about this RFP must be made in writing, via e-mail to Interim Deputy Town Clerk at townclerk@townofpembrokepark.com.

The Town reserves the right to amend or supplement this RFP prior to the proposal due date. The Town endeavors to answer all written questions in a timely manner, but also reserves the right to not answer all questions.

From the date that this RFP is issued until a firm or entity is selected and the selection is announced, proposers are not allowed to communicate outside the process set forth in this RFP with any Town employee other than the individual listed above regarding this RFP. The Town reserves the right to reject any proposal for violation of this provision. Only written questions will be accepted, and no response other than written responses will be binding upon the own.

f. Conditions for Proposal Acceptance

This RFP does not commit the Town to award a contract or to pay any costs incurred for any services. The Town, at its sole discretion, reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any qualified proposer, or to cancel this RFP in part or in its entirety. The Town may waive any irregularity in any proposal. All proposal submissions and materials shall become the property of the Town and will not be returned. If any proprietary information is contained in the proposal, it should be clearly identified. The contents of the successful proposal may, at the Town's option, become part of the contract entered into by the successful proposer and the Town.

Respondents to this RFP are hereby notified that all proposals submitted and information contained therein and attached thereto shall be subject to disclosure under the Florida Public Records Law contained in Chapter 119, Florida Statutes.

6. EVALUATION CRITERIA

Evaluation of all proposals received by the Town shall be based on the following criteria:

a. Experience and Qualification of Proposer - 35%

Includes the proposer's ability to provide the requested scope of work, recent experience conducting work of similar scope, complexity, and magnitude for other agencies of similar size, references.

b. Price Proposal - 25%

Price proposals will be evaluated on the basis of the Fee Proposal submitted in Appendix A.

c. Availability of Proposer – 25%

Proposer's availability, in terms of time, to provide the requested scope of work, including any other engagement and/or employment of the proposer.

d. Innovative and/or Creative Approaches – 15%

Strategies to provide the services with additional efficiencies or increased performance capabilities.

7. EVALUATION OF PROPOSALS AND SELECTION PROCESS

An Evaluation Committee appointed by the Town Commission will screen and review all proposals according to the weighed criteria set forth above.

a. Responsiveness Screening

Proposals will first be screened to ensure responsiveness to the RFP. The Town may reject as non-responsive any proposal that does not include the documents required to be submitted by this RFP. At any time during the evaluation process, the Town reserves the right to request clarification or additional information from any or all proposers regarding their proposals. The Town may reject any proposal in which a proposer's approach, qualifications or price is not considered acceptable by the Town. An unacceptable proposal is one that would have to be substantially rewritten to make it acceptable.

b. Initial Proposal Review

The Evaluation Committee will initially review and score all responsive written proposals based on the Evaluation Criteria set forth above. The Evaluation Committee shall be comprised of the: (i) Mayor, (ii) Town Manager, (iii) Town Assistant Manager, (iv) Finance Director, and (v) the Public Services Director. The Evaluation Committee may also contact proposer's references. The three highest rankings proposers may be invited to the next stage of the evaluation process, or the Evaluation Committee may conclude the evaluation process at this point and make a recommendation for award to the Town Commission.

c. Interviews, Reference Checks, Revised Proposals, Discussions

Following the initial screening and review of proposals, the proposers included in this stage of the evaluation process may be invited to participate in an oral interview conducted by the Town Commission. Interviews, if held, will be on **February 11 – 14, 2020** and will be conducted at Town Hall in Pembroke Park, Florida. These dates are subject to change. The individual(s) from proposer's firm that will be directly responsible for carrying out the contract, if awarded, should be present at the oral interview.

Following conclusion of this stage of the evaluation process, the Town Commission will rank all proposers according to the Evaluation Criteria set forth above. The Town Commission may accept the proposal or negotiate the terms and conditions of the agreement with the highest ranked firm.

Recommendation for award is contingent upon the successful negotiation of final contract terms. Pursuant to Section 286.0113, Florida Statutes, negotiations shall be confidential and not subject to disclosure of competing proposers unless an agreement is reached. If contract negotiations cannot be concluded successfully, the Town may terminate negotiations and commence negotiations with the next highest scoring proposer, or withdraw the RFP.

8. CONDITIONS TO AGREEMENT

- a. The contract resulting from this solicitation may be awarded to the responsive proposer which submits a proposal determined to provide the best value to the Town with price, technical, and other applicable factors considered. The Town reserves the right to reject any and all proposals, to waive irregularities or technicalities and to re-advertise for all or any part of this solicitation as deemed in its best interest. The Town shall be the sole judge of its best interest. Town anticipates the term of the contract resulting from this solicitation will be for two (2) years with up to two (2) one-year options to renew, upon mutual written agreement of the parties.

- b. The Town reserves the right to reject any and all proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the Town's best interest to do so.
- c. Award of this solicitation will only be made to firms that satisfy all necessary legal requirements to do business with the Town. The Town may conduct any investigation it deems necessary to determine if the proposer is capable of performing the requirements of this solicitation.
- d. The proposer's performance as a prime contractor or subcontractor on previous Town contracts shall be taken into account in evaluating the responsibility of a proposer that submitted a proposal under this solicitation.
- e. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.
- f. A vendor wishing to protest any award decision resulting from this solicitation shall do so as set forth in Town's Procurement Ordinance, Chapter 2, Article V, Pembroke Park Code of Ordinances. It is incumbent upon the proposer to be aware of the posting of any associated award recommendation. Any protest received after the protest deadline date may be rejected.
- g. The Town reserves the right to incorporate the successful firm's proposal into a contract. Failure of a firm to accept this obligation may result in the cancellation of any award.
- h. The selected firm will be required to assume responsibility for all services offered in the proposal. The Town will consider the selected firm to be the sole point of contact with regard to contractual matters, including payment of any or all charges.
- i. A copy of the proposal ranking and award will be available for review at Town Hall, located at 3150 SW 52nd Avenue, Pembroke Park, Florida, 33023 upon completion of the selection process. Interested parties may obtain a copy of the final ranking from the Town.

9. RIGHT OF REJECTION

The Town reserves the right to waive any informality in any proposal, to reject any or all proposals in whole or in part, with or without cause, and/or to accept the proposal that in its judgment will be in the best interest of the Town.

10. INDEMNIFICATION

To the fullest extent permitted by law, the proposer shall indemnify and hold harmless the Town and their respective consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to attorney's fees and other professionals and court and arbitration costs) arising out of or resulting from the performance of the proposer's work, provided that such claim, damage, loss or expense is caused in whole or in part by any intentional or negligent act or omission by the proposer, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the proposer to perform or furnish the services, or anyone for whose acts the proposer may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

As to any and all claims against the Town or any of its consultants, agents or employees by any employee of proposer, by any person or organization directly or indirectly employed by proposer to perform or furnish any of the work, or by anyone for whose acts proposer may be liable, the

indemnification obligation under this requirement shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for proposer under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

11. NON-DISCRIMINATION

Proposer agrees and warrants that in the performance of the contract pursuant to this solicitation, proposer will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, or physical disability or other basis in any manner prohibited by federal, state, or local laws.

12. GENERAL TERMS AND CONDITIONS

a. Definitions

Addenda: A written change to a solicitation.

Contract: The agreement to perform the services set forth in this document signed by both parties with any addenda and other attachments specifically incorporated.

Contractor: The proposer to whom award has been made.

Modification: A written change to a contract.

Proposal: Shall refer to any offer(s) submitted in response to a Request for Proposal.

Proposer: Shall refer to anyone submitting an offer in response to a Request for Proposal.

Request for Proposal (RFP): Shall mean this solicitation documentation, including any and all addenda. An RFP involves evaluation of proposals, and award may be made on a best value basis with price, technical, and other factors considered.

Solicitation: The written document requesting either bids or proposals from the marketplace.

Town: Shall refer to the Town of Pembroke Park

Vendor: a general reference to any entity responding to this solicitation or performing under any resulting contract.

The Town has established for purposes of this RFP that the words "shall", "must", or "will" indicate an essential requirement or condition which may not be waived.

b. Equal Opportunity Agreement

In connection with work performed under a Town contract, a proposer agrees, upon receipt of a written award or acceptance of a contract, to support and abide by all State and Federal Equal Opportunity laws and regulations.

By submitting a proposal in response to this solicitation, a proposer agrees to:

- Not discriminate against any employee or job applicant because of their race, creed, color, sex, age, marital status or national origin;
- Post a copy of this pledge in a conspicuous place, available to all employees and job applicants; and
- Place or cause to be placed a statement in all solicitations or advertisement for job applicants, including subcontracts, that the proposer is an "Equal Opportunity Employer".

c. Public Entity Crimes

Pursuant to Section 287.133(2)(a), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on

a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

d. Issuance of Addenda

If this solicitation is amended, the Town will issue an appropriate addendum to the solicitation. If an addendum is issued, all terms and conditions that are not specifically modified shall remain unchanged.

Proposers shall acknowledge receipt of each addendum to this solicitation using one of the following methods:

- By signing and returning the addendum;
- By signed letter;
- By signed facsimile; or
- By signed scanned and emailed to townclerk@townofpembrokepark.com

The Town must receive the acknowledgment by the time and date, and at the location specified for receipt of proposals.

e. Payment

Prompt Pay Policy: It is the policy of the Town to fully implement the provisions of the State of Florida Prompt Payment Act.

Withholding Payment: In the event a contract is canceled under any provision herein, the Town may withhold from the Contractor any monies owed on that or any contract, an amount sufficient to compensate for damages suffered because of the violation resulting in cancellation.

f. Access To Meetings

Persons with disabilities requiring reasonable accommodations to attend meetings, please call Interim Deputy Clerk at (954) 966-4600 at least forty-eight (48) hours in advance (excluding weekends and holidays). Public notice of all Evaluation Committee meetings will be posted in the Town's office as far in advance of the meeting as possible.

g. Confidentiality

By submitting a proposal in response to this solicitation, a proposer acknowledges that the Town is a governmental entity subject to the Florida Public Records Law (Chapter 119, Florida Statutes). The proposer further acknowledges that any materials or documents provided to the Town may be "public records" and, as such, may be subject to disclosure to, and copying by, the public unless otherwise specifically exempt by statute. Should a proposer provide the Town with any materials which it believes, in good faith, contain information which would be exempt from disclosure or copying under Florida law, the proposer shall indicate that belief by typing or printing, in bold letters, the phrase "Proprietary Information" on the face of each affected page of such material. The proposer shall submit to the Town both a complete copy of such material and a redacted copy in which the exempt information on each affected page, and only such exempt information, has been rendered unreadable. In the event a proposer fails to submit both copies of such material, the copy

submitted will be deemed a public record subject to disclosure and copying regardless of any annotations to the contrary on the face of such document or any page(s) thereof.

Should any person request to examine or copy any material so designated, and provided the affected proposer has otherwise fully complied with this provision, the Town, in reliance on the representations of the proposer, will produce for that person only the redacted version of the affected material. If the person requests to examine or copy the complete version of the affected material, the Town shall notify the proposer of that request, and the proposer shall reply to such notification, in a writing that must be received by the Town no later than 4:00 p.m., ET, of the second Town business day following proposer's receipt of such notification, either permitting or refusing to permit such disclosure or copying. Failure to provide a timely written reply shall be deemed consent to disclosure and copying of the complete copy of such material. If the proposer refuses to permit disclosure or copying, the proposer agrees to, and shall, hold harmless and indemnify the Town for all expenses, costs, damages, and penalties of any kind whatsoever which may be incurred by the Town, or assessed or awarded against the Town, in regard to the Town's refusal to permit disclosure or copying of such material. If litigation is filed in relation to such request and the proposer is not initially named as a party, the proposer shall promptly seek to intervene as a defendant in such litigation to defend its claim regarding the confidentiality of such material. This provision shall take precedence over any provisions or conditions of any proposal submitted by a proposer in response to the RFP and shall constitute the Town's sole obligation with regard to maintaining confidentiality of any document, material, or information submitted to the Town.

APPENDIX A
PROFESSIONAL PLANNING CONSULTING SERVICES
REQUEST FOR PROPOSAL (RFP) NO. 20-04
FEE PROPOSAL

Fee proposal to provide professional planning consulting services (as defined in the Scope of Work) is as follows:

Cost Year 1: _____

Cost Year 2: _____

Cost Year 3: _____

Hourly fee for work outside of the scope of work: _____

Additional breakdown of fees by service is also allowed.

Indicate the annual salary required part and/or full time to provide all services as stipulated in the Scope of Work.

Salary Requirement:: _____

We, the undersigned, hereby propose and agree to furnish to the Town of Pembroke Park all work as defined in the RFP. This proposal is subject to all terms of the specifications and bid conditions, and we hereby agree to furnish such items as may be awarded to us.

Authorized Signature

Date

Print Name

Telephone Number

Title

Email Address

APPENDIX B

PROFESSIONAL PLANNING CONSULTING SERVICES REQUEST FOR PROPOSAL (RFP) NO. 20-04 INSURANCE REQUIREMENTS

The proposer shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the proposer and all of its agents, employees, sub-contractors and other providers of services and shall name the Town, its employees and agents as an Additional Insured on a primary and non-contributory basis to the proposer's Commercial General Liability and Automobile Liability policies. These requirements shall be clearly stated in the remarks section on the proposer's Certificate of Insurance. Insurance shall be written with Carriers approved in the State of Florida and with a minimum Best's Rating of A-. In addition, all Carriers are subject to approval by the Town. Minimum limits and requirements are stated below:

1. Worker's Compensation Insurance:
 - Statutory Coverage
 - Employer's Liability
 - \$100,000 each accident/\$500,000 disease-policy limit/\$100,000 disease each employee
2. Commercial General Liability:
 - Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.
 - Limits of Liability for Bodily Injury and Building Damage Each Occurrence \$1,000,000 Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
3. Automobile Insurance:
 - Including all owned, hired, borrowed and non-owned vehicles
 - Limit of Liability for Bodily Injury and Building Damage: Per Accident \$1,000,000
4. Errors and Omissions Liability or Professional Services Liability Policy
 - Provide Errors and Omissions Liability or Professional Services Liability Policy for a minimum Limit of Liability \$500,000 each occurrence or per claim.

The proposer agrees to maintain continuous professional liability coverage for the entire duration of this contract, and shall provide for an Extended Reporting Period in which to report claims for five (5) years following the conclusion of the contract.

The proposer shall provide a Certificate of Insurance as "evidence" of General Liability, Auto Liability including all owned, hired, borrowed and non-owned vehicles, and statutory Worker's Compensation and Employer's Liability coverages.

The proposer shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Certificate shall specify that the Town shall receive 30 days advance written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured and Waiver of Subrogation. The proposer shall provide the Town copies of any such Policies upon request.

The above insurance requirements are the Town's general requirements. Insurance requirements with the awarded proposer are subject to final negotiations.



TOWN OF PEMBROKE PARK

3150 SW 52ND AVENUE • PEMBROKE PARK, FLORIDA 33023 • BROWARD (954) 966-4600 • FAX (954) 966-5186

TOWN OF PEMBROKE PARK REQUEST FOR PROPOSALS (RFP) DOCUMENT MANAGEMENT SOLUTIONS BID PACKAGE RFP NO. 20-06

SUBMISSIONS ARE DUE AT THE ADDRESS SHOWN BELOW NO LATER THAN:

Thursday, January 30, 2020 AT 3:00 PM, EST

TOWN OF PEMBROKE PARK
ATTENTION: MARLEN MARTEL
INTERIM DEPUTY TOWN CLERK
3150 SW 52ND AVENUE
PEMBROKE PARK, FL 33023

THE RESPONSIBILITY FOR SUBMITTING A RESPONSE TO THIS RFP ON OR BEFORE THE STATED DATE AND TIME WILL BE SOLELY AND STRICTLY THE RESPONSIBILITY OF THE OFFEROR

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**TOWN OF PEMBROKE PARK
REQUEST FOR PROPOSALS FOR
DOCUMENT MANAGEMENT SOLUTIONS
RFP # 20-06**

The Town of Pembroke Park ("Town") is currently requesting sealed proposals and qualifications for providing all equipment, personnel, and services related to implementing document management solutions.

1. BACKGROUND OF THE RFP

The Town of Pembroke Park is a Florida municipal corporation and is located in the southeastern part of the state in Broward County. The Town has a current estimated permanent population of 6,100 residents with a large influx of seasonal residents each winter. The Town has a total area of 1.7 square miles.

The Town is governed by a Mayor and four (4) Town Commissioners, operating under a Commissioner form of government and has approximately 32 employees. Commissioners are elected at large and serve for four (4) year terms. The Town Commission is responsible for passing Town Ordinances and Resolutions, adopting the annual budget, appointing committees, and setting policies. The Town Manager is responsible for the overall management and administration of each Department within the Town and implements Town policy at the direction of the Town Commission.

The Town provides a range of traditional municipal functions. These include police protection, fire rescue services, water and sewer service, planning and zoning services, maintenance of roadways, and recreational opportunities.

2. SCOPE OF WORK

The Town is soliciting proposals from qualified, licensed and insured entities for providing all equipment, personnel, and services related to implementing document management solutions. The Scope of Work is more fully explained in the attached Appendix A. The Town is seeking a proposer who can take a proactive approach in completing the work as described in Appendix A and advising the Town on all aspects of its current practices, while making recommendations for continuous improvement.

3. SCHEDULE

The proposed time schedule as related to this procurement is as follows:

Release of RFP:	<u>January 6, 2020</u>
Deadline for questions:	<u>January 23, 2020</u>
Proposal due date:	<u>January 30, 2020</u>
Opening of proposals:	<u>January 30, 2020</u>
Interviews (if held):	<u>February 4, 2020</u>
Approval of contract:	<u>February 12, 2020</u>

**All dates are subject to change at the discretion of the Town.*

4. PROPOSAL FORMAT GUIDELINES

Proposers are to provide the Town with a thorough proposal using the following guidelines:

Proposal should contain no more than thirty (30) typed pages, including a cover letter and resumes of key people. Emphasis should be concentrated on conforming to the Request for Proposals (“RFP”) instructions, responding to the RFP requirements and on providing a complete and clear description of what is being offered.

The following should be addressed in the proposer’s response:

i. **Cover Letter**

Proposal shall be accompanied by a cover letter, which should summarize the key elements of the proposal, including but not limited to: (1) name of firm, (2) ownership type, (3) year firm was established, (4) office locations, (5) number of firm employees, (6) description of firm’s core business, and (7) name of principal of the firm. An individual authorized to bind the proposer must sign the letter. The letter must stipulate that the proposal shall be valid for a period of at least ninety (90) days. Indicate the address and telephone number of the proposer’s office located nearest to the Town and the office from which the project will be managed.

ii. **Background and Project Summary**

Describe your understanding of the Town, the work to be done and the objectives to be accomplished. Refer to the Scope of Work of this RFP.

iii. **Approach**

Provide a detailed description of the approach and methodology to be used to accomplish the Scope of Work of this RFP. Included should be a detailed implementation plan with project schedule. Also included should be a detailed description of specific tasks you will require from Town staff and explain what the respective roles of Town staff and your staff would be to complete the tasks specified in the Scope of Work. Proposers are encouraged to provide additional innovative and creative approaches for providing the service that maximize efficiency and cost-effectiveness.

iv. **Staffing**

Provide a list of personnel who will be working on this project, indicate the functions that each will perform, and include a resume for each designated individual. The proposal must contain information demonstrating the organizational structure of the proposer and identify who will serve as the primary contact(s) for the Town. Proposer should demonstrate that the firm has the adequate staff to perform the work in the time allotted, including the availability of key personnel relative to other work currently under contract. Upon award and during the contract period, if different personnel are assigned to the project, those names and qualifications must be submitted to the Town. The successful proposer shall not employ any subcontractor to fulfill any of the duties herein specified without express, prior written approval of the Town.

v. **Qualifications**

Discuss the experience of the proposer with providing the equipment, personnel, and services described in the Scope of Work to local government(s), and any other relevant experience within the last three (3) years. Describe the qualifications of the proposer and key staff who have performed projects similar in scope and complexity as described in this RFP to demonstrate competence to perform the services herein. Included should be names of key staff that participated on those projects and their specific responsibilities, and a summary of the proposer’s

demonstrated capability, including the length of time that the services in the Scope of Work have been provided. Proposer should also include a statement of its technical capabilities (i.e. personnel, equipment and material) to perform the services in the Scope of Work.

All proposers should provide at least two (2) references, including name and contact information, preferably from another municipality or governmental entity, which have received similar services. The Town intends to contact the references listed.

vi. Fee Proposal

Indicate the annual fee for services to provide all services in the Scope of Work. Please also indicate an hourly rate for work outside of the scope of work and a fee for non-essential services to the extent submitted in the response. See Appendix B.

5. PROCESS FOR SUBMITTING PROPOSALS

All proposals shall be submitted as follows:

i. Content

The proposal must be submitted using the format as indicated in the Proposal Format Guidelines.

ii. Preparation of Proposal

Each proposal shall be prepared simply and economically, avoiding the use of promotional material beyond those sufficient to provide a complete and accurate presentation. The Town will not be liable for any costs incurred by a firm in the preparation or submission of a proposal.

iii. Number of Proposals

Submit one (1) original complete package, five (5) duplicate complete packages, and one (1) electronic copy of the proposal package (CD or USB drive).

iv. Submission of Proposals

Complete written proposals must be submitted in sealed envelopes clearly marked on the outside of the envelope “**RFP 20-06, Document Management Solutions**”, no later than **3:00 P.M. on Thursday, January 30, 2020**. Proposals received after this date and time will be rejected. Please allow for normal mail delivery time to ensure timely receipt of proposals, if using regular mail.

Proposals may not be submitted by e-mail or fax.

Address: Town of Pembroke Park
3150 SW 52nd Avenue
Pembroke Park, Florida 33023
Attn: Marlen Martell, Interim Deputy Town Clerk

v. Inquiries

Questions about this RFP must be made in writing, via e-mail to the Town Clerk’s office at townclerk@townofpembrokepark.com. The deadline for questions is January 23, 2020 by 5:00 PM.

The Town reserves the right to amend or supplement this RFP prior to the proposal due date. The Town endeavors to answer all written questions in a timely manner, but also reserves the right to not answer all questions.

From the date that this RFP is issued until a firm or entity is selected and the selection is announced, proposers are not allowed to communicate outside the process set forth in this RFP with any Town employee other than the individual listed above regarding this RFP. The Town reserves the right to reject any proposal for violation of this provision. Only written questions will be accepted, and no response other than written responses will be binding upon the Town.

vi. Conditions for Proposal Acceptance

This RFP does not commit the Town to award a contract or to pay any costs incurred for any services. The Town, at its sole discretion, reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any qualified proposer, or to cancel this RFP in part or in its entirety. The Town may waive any irregularity in any proposal. All proposal submissions and materials shall become the property of the Town and will not be returned. If any proprietary information is contained in the proposal, it should be clearly identified. The contents of the successful proposal may, at the Town's option, become part of the contract entered into by the successful proposer and the Town.

Respondents to this RFP are hereby notified that all proposals submitted and information contained therein and attached thereto shall be subject to disclosure under the Florida Public Records Law contained in Chapter 119, Florida Statutes.

6. EVALUATION CRITERIA

Evaluation of all proposals received by the Town shall be based on the following criteria:

i. Qualifications of Entity and Key Personnel - 15%

Includes the proposer's ability to provide the requested scope of work, recent experience conducting work of similar scope, complexity, and magnitude for other agencies of similar size, references.

ii. Approach to Providing the Requested Scope of Work - 35%

Includes an understanding of the RFP and of the project's scope of work; knowledge of applicable laws and regulations related to the scope of work.

iii. Price proposal - 35%

Price proposals will be evaluated on the basis of the Total Estimated Annual price submitted in Exhibit A.

iv. Innovative and/or creative approaches to providing the services that provide additional efficiencies or increased performance capabilities - 15%.

7. EVALUATION OF PROPOSALS AND SELECTION PROCESS

An Evaluation Committee appointed by the Town Commission will screen and review all proposals according to the weighed criteria set forth above.

i. Responsiveness Screening

Proposals will first be screened to ensure responsiveness to the RFP. The Town may reject as non-responsive any proposal that does not include the documents required to be submitted by this RFP. At any time during the evaluation process, the Town reserves the right to request clarification or additional information from any or all proposers regarding their proposals. The Town may reject any proposal in which a proposer's approach, qualifications or price is not

considered acceptable by the Town. An unacceptable proposal is one that would have to be substantially rewritten to make it acceptable.

ii. Initial Proposal Review

The Evaluation Committee will initially review and score all responsive written proposals based on the Evaluation Criteria set forth above. The Evaluation Committee may also contact proposer's references. The three highest rankings proposers may be invited to the next stage of the evaluation process, or the Evaluation Committee may conclude the evaluation process at this point and make a recommendation for award to the Town Commission.

iii. Interviews, Reference Checks, Revised Proposals, Discussions

Following the initial screening and review of proposals, the proposers included in this stage of the evaluation process may be invited to participate in an oral interview conducted by the Town Commission. Interviews, if held, will be conducted on February 4, 2020 at Town Hall in Pembroke Park, Florida. This date is subject to change. The individual(s) from proposer's firm that will be directly responsible for carrying out the contract, if awarded, should be present at the oral interview.

Following conclusion of this stage of the evaluation process, the Town Commission will rank all proposers according to the Evaluation Criteria set forth above. The Town Commission may accept the proposal or negotiate the terms and conditions of the agreement with the highest ranked firm.

Recommendation for award is contingent upon the successful negotiation of final contract terms. Pursuant to Section 286.0113, Florida Statutes, negotiations shall be confidential and not subject of disclosure to competing proposers unless an agreement is reached. If contract negotiations cannot be concluded successfully, the Town may terminate negotiations and commence negotiations with the next highest scoring proposer, or withdraw the RFP.

8. CONDITIONS TO AGREEMENT

- a. The contract resulting from this solicitation may be awarded to the responsive proposer which submits a proposal determined to provide the best value to the Town with price, technical, and other applicable factors considered. The Town reserves the right to reject any and all proposals, to waive irregularities or technicalities and to re-advertise for all or any part of this solicitation as deemed in its best interest. The Town shall be the sole judge of its best interest. Town anticipates the term of the contract resulting from this solicitation will be for three (3) years with up to two (2) one-year options to renew, upon mutual written assent agreement of the parties.
- b. The Town reserves the right to reject any and all proposals if it is determined that prices are excessive or determined to be unreasonable, or it is otherwise determined to be in the Town's best interest to do so.
- c. Award of this solicitation will only be made to firms that satisfy all necessary legal requirements to do business with the Town. The Town may conduct any investigation it deems necessary to determine if the proposer is capable of performing the requirements of this solicitation.
- d. The proposer's performance as a prime contractor or subcontractor on previous Town contracts shall be taken into account in evaluating the responsibility of a proposer that submitted a proposal under this solicitation.

- e. Award of the contract resulting from this solicitation may be predicated on compliance with and submittal of all required documents as stipulated in the solicitation.
- f. A vendor wishing to protest any award decision resulting from this solicitation shall do so as set forth in Town's Procurement Ordinance, Chapter 2, Article V, Pembroke Park Code of Ordinances. It is incumbent upon the proposer to be aware of the posting of any associated award recommendation. Any protest received after the protest deadline date will be rejected.
- g. The Town reserves the right to incorporate the successful firm's proposal into a contract. Failure of a firm to accept this obligation may result in the cancellation of any award.
- h. The selected firm will be required to assume responsibility for all services offered in the proposal. The Town will consider the selected firm to be the sole point of contact with regard to contractual matters, including payment of any or all charges.
- i. A copy of the proposal ranking and award will be available for review at Town website at: www.townofpembrokepark.com, upon completion of the selection process. Interested parties may obtain a copy of the final ranking from the Town.

9. RIGHT OF REJECTION

The Town reserves the right to waive any informality in any proposal, to reject any or all proposals in whole or in part, with or without cause, and/or to accept the proposal that in its judgment will be in the best interest of the Town.

10. INDEMNIFICATION

To the fullest extent permitted by law, the proposer shall indemnify and hold harmless the Town and its respective consultants, agents, and employees from and against all claims, damages, losses and expenses, direct, indirect or consequential (including but not limited to attorney's fees and other professionals and court and arbitration costs) arising out of or resulting from the performance of the proposer's work, provided that such claim, damage, loss or expense is caused in whole or in part by any intentional or negligent act or omission by the proposer, or breach of its obligations herein or by any person or organization directly or indirectly employed or engaged by the proposer to perform or furnish the services, or anyone for whose acts the proposer may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

As to any and all claims against the Town or any of its consultants, agents or employees by any employee of proposer, by any person or organization directly or indirectly employed by proposer to perform or furnish any of the work, or by anyone for whose acts proposer may be liable, the indemnification obligation under this requirement shall not be limited in any way by any limitation on the amount of type of damages, compensation or benefits payable by or for proposer under worker's or workman's compensation acts, disability benefit acts or other employee benefit acts.

11. NON-DISCRIMINATION

Proposer agrees and warrants that in the performance of the contract pursuant to this solicitation, proposer will not discriminate or permit discrimination against any person or group of persons on the grounds of sex, race, color, religion, age, marital status, ancestry, national origin, past history of mental disorder, or physical disability or other basis in any manner prohibited by federal, state, or local laws.

12. GENERAL TERMS AND CONDITIONS

i. Definitions

Addenda: A written change to a solicitation.

Contract: The agreement to perform the services set forth in this document signed by both parties with any addenda and other attachments specifically incorporated.

Contractor: The proposer to whom award has been made.

Modification: A written change to a contract.

Proposal: Shall refer to any offer(s) submitted in response to a Request for Proposal.

Proposer: Shall refer to anyone submitting an offer in response to a Request for Proposal.

Request for Proposal (RFP): Shall mean this solicitation documentation, including any and all addenda. An RFP involves evaluation of proposals, and award may be made on a best value basis with price, technical, and other factors considered.

Solicitation: The written document requesting either bids or proposals from the marketplace.

Town: Shall refer to the Town of Pembroke Park

Vendor: a general reference to any entity responding to this solicitation or performing under any resulting contract.

The Town has established for purposes of this RFP that the words “shall”, “must”, or “will” indicate an essential requirement or condition which may not be waived.

ii. Equal Opportunity Agreement

In connection with work performed under a Town contract, a proposer agrees, upon receipt of a written award or acceptance of a contract, to support and abide by all State and Federal Equal Opportunity laws and regulations.

By submitting a proposal in response to this solicitation, a proposer agrees to:

- Not discriminate against any employee or job applicant because of their race, creed, color, sex, age, marital status or national origin;
- Post a copy of this pledge in a conspicuous place, available to all employees and job applicants; and
- Place or cause to be placed a statement in all solicitations or advertisement for job applicants, including subcontracts, that the proposer is an "Equal Opportunity Employer".

iii. Public Entity Crimes

Pursuant to Section 287.133(2)(a), Florida Statutes, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

iv. Issuance of Addenda

If this solicitation is amended, the Town will issue an appropriate addendum to the solicitation. If an addendum is issued, all terms and conditions that are not specifically modified shall remain unchanged.

- Proposers shall acknowledge receipt of each addendum to this solicitation by signing and returning the addendum with their submittal package.

The Town must receive the acknowledgment by the time and date, and at the location specified for receipt of proposals.

v. Payment

Prompt Pay Policy: It is the policy of the Town to fully implement the provisions of the State of Florida Prompt Payment Act.

Withholding Payment: In the event a contract is canceled under any provision herein, the Town may withhold from the Contractor any monies owed on that or any contract, an amount sufficient to compensate for damages suffered because of the violation resulting in cancellation.

vi. Access To Meetings

Persons with disabilities requiring reasonable accommodations to attend meetings, please call Dierdre Davis at (954) 966-4600 at least forty-eight (48) hours in advance (excluding weekends and holidays). Public notice of all Evaluation Committee meetings will be posted in the Town's office as far in advance of the meeting as possible.

vii. Confidentiality

By submitting a proposal in response to this solicitation, a proposer acknowledges that the Town is a governmental entity subject to the Florida Public Records Law (Chapter 119, Florida Statutes). The proposer further acknowledges that any materials or documents provided to the Town may be "public records" and, as such, may be subject to disclosure to, and copying by, the public unless otherwise specifically exempt by statute. Should a proposer provide the Town with any materials which it believes, in good faith, contain information which would be exempt from disclosure or copying under Florida law, the proposer shall indicate that belief by typing or printing, in bold letters, the phrase "Proprietary Information" on the face of each affected page of such material. The proposer shall submit to the Town both a complete copy of such material and a redacted copy in which the exempt information on each affected page, and only such exempt information, has been rendered unreadable. In the event a proposer fails to submit both copies of such material, the copy submitted will be deemed a public record subject to disclosure and copying regardless of any annotations to the contrary on the face of such document or any page(s) thereof.

Should any person request to examine or copy any material so designated, and provided the affected proposer has otherwise fully complied with this provision, the Town, in reliance on the representations of the proposer, will produce for that person only the redacted version of the affected material. If the person requests to examine or copy the complete version of the affected material, the Town shall notify the proposer of that request, and the proposer shall reply to such notification, in writing that must be received by the Town no later than 3:00 p.m., ET, of the second Town business day following proposer's receipt of such notification, either permitting or refusing to permit such disclosure or copying. Failure to provide a timely written reply shall be deemed consent to disclosure and copying of the complete copy of such material. If the proposer refuses to permit disclosure or copying, the proposer agrees to, and shall, hold harmless and indemnify the Town for all expenses, costs, damages, and penalties of any kind whatsoever which may be incurred by the Town, or assessed or awarded against the Town, in regard to the Town's refusal to permit disclosure or copying of such material. If litigation is filed in relation to such request and the proposer is not initially named as a party, the proposer shall promptly seek to intervene as a defendant in such litigation to defend its claim regarding the confidentiality of such

material. This provision shall take precedence over any provisions or conditions of any proposal submitted by a proposer in response to the RFP and shall constitute the Town's sole obligation with regard to maintaining confidentiality of any document, material, or information submitted to the Town.

APPENDIX A
DOCUMENT MANAGEMENT SOLUTIONS
REQUEST FOR PROPOSALS (RFP) NO. 20-06
SCOPE OF WORK

The Town of Pembroke Park is seeking all equipment, personnel, and services to provide document management solutions that will store all Town documents in a central digital repository. Generally, such equipment, personnel, and services provided by the selected Proposer shall:

1. Allow for easy retrieval of necessary documents by Town department staff using document management solutions desktop client or website.
2. Implement systems solutions to scan, index, store, search, and backup paper files.
3. Automate processes to route, manage and control documents, document versions, and records.
4. Create custom workflows, electronic forms, integrations, and comprehensive systems solutions to get information to the people and systems that need it.

Further, the selected Proposer shall:

1. Scan documents onsite at Town Hall, located at 3150 SW 52nd Avenue, Pembroke Park, Florida 33023. Such onsite scanning shall be provided for a period of at least two (2) weeks, with six (6) Town employees, scanners and Quick Field Licenses, or equivalent.
2. Provide all equipment and personnel necessary to complete this Scope of Work.
3. Setup cloud based services for the document management solutions.
4. Setup for five (5) full Town employees in the document management solutions cloud.
5. Train four (4) Town employees for competency with Cloud system single Repository, Workflow, Web Access (including LF Mobile, LF Web Access Light and the LF Integration with Microsoft SharePoint), Advanced Audit Trail with Watermark feature, Web Administration Console, Digital Signatures, Snapshot, E-mail and document management solutions integration with Microsoft Office, Forms Professional, Advanced Audit Trail with Watermark feature, Records Management Edition, Connector and Import Agent.
6. Integrate the Town's scanners to work with the document management solutions and provide assistance with setup.
7. Setup and train Quick Fields, or equivalent for the document management solutions.
8. Setup and train a document management solutions forms portal.
9. Setup document management solutions public portal.
10. Meet with Town's Building, Planning, Code, HR, Public Services, and Finance Departments to determine document types, user access, and current and desired processes.
11. Configure primary Town's Building, Planning, Code, Clerk, HR, Public Services, and Finance Department default templates, document types, and folder structures.
12. Migrate existing PDF and scanned documents to the Cloud using Import Agent.
13. Review and migrate the existing set of scanned documents (PDFs, TIFF, JPGs, etc.) from the network to the document management solutions cloud using Import Agent.
14. Provide details of support, the hours available and off-hour support, what is covered in annual maintenance.
15. Include integrated payment system within the document management solutions portal to be able to download or print documents customers and pay online for the public records as well.
16. Include "documents are not official" overlay on documents until they are paid.

To create any additional workflows, the selected Proposer shall first receive written Town approval. Once approved, the selected Proposer shall charge the Town separately based on the number of hours worked.

Non-Essential Services

The Town may evaluate certain related non-essential services in order to determine if cost saving benefits might be derived with respect to adding these services to the Scope of Work. Interested proposers may add any such related services to their response to the extent that the proposer has such capacity and experience.

To the extent that non-essential services are being offered, please include in your Proposal all of the specifications described in the “Proposal Format Guidelines” relative to such non-essential services.

The addition of non-essential services will not be considered as criteria in the Evaluation of the Proposals under Section 6 of this RFP.

APPENDIX B
DOCUMENT MANAGEMENT SOLUTIONS
REQUEST FOR PROPOSALS (RFP) NO. 20-06
FEE PROPOSAL

Fee proposal to provide equipment, personnel, and services for document management solutions (as defined in the Scope of Work) is as follows:

Cost Year 1:	_____
Cost Year 2:	_____
Cost Year 3:	_____
Hourly fee for work outside of the scope of work:	_____
Fee schedule for any non-essential services:	_____

Additional breakdown of fees by service is also allowed.

APPENDIX C

DOCUMENT MANAGEMENT SOLUTIONS REQUEST FOR PROPOSALS (RFP) NO. 20-06 INSURANCE REQUIREMENTS

The proposer shall, at its own expense and cost, obtain and keep in force during the entire duration of the Project or Work the following insurance coverage covering the proposer and all of its agents, employees, sub-contractors and other providers of services and shall name the Town, its employees and agents as an Additional Insured on a primary and non-contributory basis to the proposer's Commercial General Liability and Automobile Liability policies. These requirements shall be clearly stated in the remarks section on the proposer's Certificate of Insurance. Insurance shall be written with Carriers approved in the State of Florida and with a minimum Best's Rating of A-. In addition, all Carriers are subject to approval by the Town. Minimum limits and requirements are stated below:

- 1) Worker's Compensation Insurance:
 - Statutory Coverage
 - Employer's Liability
 - \$100,000 each accident/\$500,000 disease-policy limit/\$100,000 disease each employee
- 2) Commercial General Liability:
 - Including Premises & Operations, Products and Completed Operations, Personal and Advertising Injury, Contractual Liability and Independent Contractors.
 - Limits of Liability for Bodily Injury and Building Damage Each Occurrence \$1,000,000 Aggregate \$2,000,000 (The Aggregate Limit shall apply separately to each job.)
- 3) Automobile Insurance:
 - Including all owned, hired, borrowed and non-owned vehicles
 - Limit of Liability for Bodily Injury and Building Damage: Per Accident \$1,000,000
- 4) Errors and Omissions Liability or Professional Services Liability Policy
 - Provide Errors and Omissions Liability or Professional Services Liability Policy for a minimum Limit of Liability \$500,000 each occurrence or per claim.

The proposer agrees to maintain continuous professional liability coverage for the entire duration of this contract, and shall provide for an Extended Reporting Period in which to report claims for five (5) years following the conclusion of the contract.

The proposer shall provide a Certificate of Insurance as "evidence" of General Liability, Auto Liability including all owned, hired, borrowed and non-owned vehicles, and statutory Worker's Compensation and Employer's Liability coverages.

The proposer shall direct its Insurer to provide a Certificate of Insurance to the Town before any work is performed. The Certificate shall specify that the Town shall receive 30 days advance written notice of cancellation or non-renewal. The Certificate shall evidence all required coverage including the Additional Insured and Waiver of Subrogation. The proposer shall provide the Town copies of any such Policies upon request.

The above insurance requirements are the Town's general requirements. Insurance requirements with the awarded proposer are subject to final negotiations.



Town of Pembroke Park

Memo

To: Marlen Martell
From: Jeffrey Louis – Code Enforcement Supervisor
cc:
Date: 2/10/20
Re: Case # 4809 R & P Skilled Service Inc.

Case 4809 relates to Owner (R & P Skilled Service Inc.) having liens on the property located at 3900 SW 52nd Avenue #801. The lien on the property was filed on June 28th 2011 for demolition of interior without Building permits. The owner at the time was HSBC Bank. HSBC Bank sold the property to L. Karim, LLC in 2012 and then sold to R & P Skilled Service Inc. in 2016. R & P Skilled Service Inc. proceeded with Building permits in 2017 to revert the interior back to normal conditions. The permit was completed as of October 28th 2019 with the issuance of a Certificate of Occupancy.

The lien on the property started accumulating fines from 2/26/2011 until 10/28/2019 with a total of \$159,385.00 (ONE HUNDRED FIFTY NINE THOUSAND THREE HUNDRED EIGHTY FIVE AND 00/100 DOLLARS). Please see attached invoice.

A hearing to Abate Fine was held before the Code Enforcement Board (Board) on January 27th, 2020, and based on the evidence presented at said hearing, the Board, pursuant to a unanimous vote; enter the following Findings of Fact and Order:

1. The Board found that the Respondent(s) has complied with the Final Order issued on January 27th 2011. The Board considered the circumstances relating to this case and reduced the fine to **\$2,500.00** (TWO THOUSAND FIVE HUNDRED AND 00/100 DOLLARS).

This will be the recommendation from the Code Enforcement Board relating to this case.

Town of Pembroke Park

3150 SW 52nd Avenue
Pembroke Park, FL 33023
954-966-4600
Fax 954-966-5186



Bill To:
R & P Skilled Service Inc
1840 SW 126 Ave
Miramar, FL 33027

INVOICE

DATE: January 23, 2020
INVOICE # 100
FOR: Fines due - Code Case # **4809**

3900 SW 52 Avenue, 801
Pembroke Park, FL 33023

QUANTITY	DESCRIPTION	FEE	AMOUNT
	Sections 108.4		
1	Levied Fine	\$ 250.00	\$ 250.00
3167	Days of Per Dlem From 02/26/2011 to 10/28/2019	\$ 50.00	\$ 158,350.00
1	Admin Fee	\$ 35.00	\$ 35.00
1	Additional Attorney's Fee's	\$ 750.00	\$ 750.00
TOTAL			\$ 159,385.00

Make all checks payable to **TOWN OF PEMBROKE PARK**

If you have any questions concerning this invoice, Department of Code Enforcement, 954-966-4600 ext. 215

THANK YOU FOR YOUR BUSINESS!

DOCUMENT COVER PAGE

CFN # 110119166
OR BK 48004 Pages 954 - 965
RECORDED 06/28/11 02:40:02 PM
BROWARD COUNTY COMMISSION
DEPUTY CLERK 1012
#1, 2 Pages

This Space Reserved for County Recorder Use

**Incorporated in and becoming a
PERMANENT PART of:**

Document Description: Supplemental Order/Claim of Lien

Legal Description:

HOLLYWOOD RIDGE FARMS 2-16 MISC PT LOT 16 DESC AS, W 30.95 OF E 308.83 OF S
71.5, LESS N 54.67 OF E 9.95 THEREOF AKA: UNIT 1 BLDG 8 GLENWOOD CORT
TOWNHOMES

RECORD AND RETURN TO:

CHRISTOPHER J. RYAN, ESQ.
RYAN & RYAN, L.L.C.
700 East Dania Beach Boulevard, Third Floor
Dania Beach, FL 33004

\\Lawserver\users\Joanne\TOWN OF PEMBROKE PARK\Code Enforcement\3809\DOC COVER PG FOR RECD - Supp Order - Claim of Lien.wpd

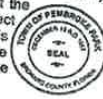
CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA

TOWN OF PEMBROKE PARK, FLORIDA
Petitioner,
vs.

HSBC BANK USA NAAC 2007-3 c/o CONNER, GAYLE G
Respondent(s)

Case No.: 4809

I, Natasha Joseph, Deputy Town Clerk, of the
Town of Pembroke Park, Broward County,
do hereby certify that the
foregoing is a true and correct
copy of the original that is
officially on record among the
files of the Town of Pembroke
Park, Florida.



In witness whereof, I have affixed my signature
and the official seal of the Town of Pembroke
Park, Florida this March 23 AD 2011.

Natasha Joseph
Deputy Town Clerk

SUPPLEMENTAL ORDER OF THE BOARD

STREET ADDRESS: 3900 SW 52 Avenue 801, Glenwood Cort Townhomes, Unit 1 Building 8; Pembroke Park, FL 33023

PROPERTY OWNER: 900 S. PINE ISLAND ROAD SUITE 400, PLANTATION, FL 33324

A Hearing to Confirm Fine was held before the Code Enforcement Board (Board) on March 24, 2011, and based on the evidence presented at said hearing, the Board, pursuant to a unanimous vote, enter the following Findings of Fact and Order:

1. The Board issued a Final Order on January 27, 2011, determining the Respondent(s) was/were guilty of violating FLORIDA BUILDING CODE 108.4. The Board ordered that the violation(s) must be corrected and the property brought into compliance with the Town of Pembroke Park's Code of Ordinances by February 26, 2011 or a fine of \$250.00 (TWO HUNDRED FIFTY AND 00/100 DOLLARS) would be assessed. The Board further ordered that the Respondent(s) would be fined an additional \$50.00/day (FIFTY AND 00/100 DOLLARS) for each day that the property was not in compliance. In addition, a mandatory \$35.00 (THIRTY-FIVE AND 00/100 DOLLARS) administrative fee was assessed.
2. The Board found that the Respondent(s) had not complied with the Final Order issued on January 27, 2011. The Board considered the circumstances relating to this case and confirmed fine of \$1,635.00 (ONE THOUSAND SIX HUNDRED THIRTY-FIVE AND 00/100 DOLLARS).
3. That said violation(s) occurred on the following described real property situated, lying and being in Broward County, Florida, to-wit:

HOLLYWOOD RIDGE FARMS 2-16 MISC PT LOT 16 DESC AS, W 30.95 OF E 308.83 OF S
71.5, LESS N 54.67 OF E 9.95 THEREOF AKA: UNIT 1 BLDG 8 GLENWOOD CORT
TOWNHOMES

Done and ordered this 24th day of March, 2011.

Attest:

Natasha Joseph
MS. NATASHA JOSEPH, CLERK OF THE BOARD
Code Enforcement Board

Ellen Roach
MS. ELLEN ROACH, ACTING-CHAIRPERSON
Code Enforcement Board

STATE OF FLORIDA
COUNTY OF BROWARD

I hereby certify that on this day before me, an officer duly qualified to take acknowledgments, personally appeared Ms. Ellen Roach and Ms. Natasha Joseph, Acting-Chairperson and Clerk of Board respectively of the Code Enforcement Board, to me known to be the persons described in and who executed the foregoing instrument and acknowledge before me that they executed the same. Witness my hand and official seal in the County and State as aforesaid the 24th day of March, 2011.

Marguerite L. Strobel
Notary Public, State of Florida at Large
My commission expires:



MARGUERITE L. STROBEL
MY COMMISSION # DD 948482
EXPIRES: March 12, 2014
Bonded Thru Budget Notary Services



MARGUERITE L. STROBEL
MY COMMISSION # DD 948482
EXPIRES: March 12, 2014
Bonded Thru Budget Notary Services

This instrument
Prepared by:
Christopher Ryan, Esq.
Code Enforcement Board
Town of Pembroke Park

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**CODE ENFORCEMENT BOARD
TOWN OF PEMBROKE PARK, FLORIDA**

TOWN OF PEMBROKE PARK, FLORIDA,) Case No.: 4809
Petitioner,)
Vs.)
HSBC BANK USA NAAC 2007-3 c/o CONNER, GAYLE G)
Respondent(s))

FINAL ORDER

STREET ADDRESS: 3900 SW 52 Avenue 801, Glenwood Cort Townhomes, Unit 1 Building 8; Pembroke Park, FL 33023

PROPERTY OWNER: 900 S. PINE ISLAND ROAD SUITE 400, PLANTATION, FL 33324

LEGAL DESCRIPTION: 514230200290

The Code Enforcement Board heard testimony at the Formal Hearing held the 27th day of January 2011 and based on the evidence, the Board, pursuant to a unanimous vote, entered the following FINDINGS OF FACT, CONCLUSION OF LAW, AND ORDER.

FINDINGS OF FACT

THE BOARD ADOPTED AS ITS FINDINGS OF FACT THOSE FACTS AS SET FORTH BY THE CODE ENFORCEMENT OFFICER AND FOUND GUILT.

CONCLUSIONS OF LAW

THE RESPONDENT(S) IS/ARE GUILTY OF VIOLATING THE FLORIDA BUILDING CODE SECTION(S) 108.4.

It is the Order of this Board that, based on the foregoing, the respondent(s) shall comply with the FLORIDA BUILDING CODE SECTION(S) 108.4. **WITHIN THIRTY (30) DAYS FROM THE DATE OF THIS FORMAL HEARING** held this 27th day of January 2011. If the Respondent(s) does/do not comply, within the time specified, the Respondent(s) shall pay a levied fine of TWO HUNDRED FIFTY DOLLARS (\$250.00) AND A FIFTY (\$50.00) PER DIEM FOR EACH DAY THE VIOLATION(S) continue to exist beyond the date set for compliance. IN ADDITION TO THE FINES ASSESSED BY THE BOARD, **A MANDATORY ADMINISTRATIVE FEE OF THIRTY-FIVE DOLLARS (\$35.00) MUST BE PAID IMMEDIATELY**

Done and ordered this 27th day of January 2011.

MR. ROBERT JANZER, CHAIRPERSON
CODE ENFORCEMENT BOARD

ATTEST:


NATASHA JOSEPH, BOARD CLERK
CODE ENFORCEMENT BOARD

FINAL ORDER -CONNER, GAYLE HSBC BANK USA - 4809 - FO - 01/28/11



Certificate of Completion



This Certificate has been issued in accordance with the 2017 6th Edition of the Florida Building Code with Broward County Amendments Section 111.2.

Permit No.: 177050-0

Property Owner: R & P SKILLED SERVICE INC

Tenant:

Contractor: GENEREVE CONSTRUCTION LLC

Building Address: 3900 SW 52 AVE UNIT # 801

Lot: 801 Block: 000 Sub Division: N/A

Square Footage: 0 Folio No.: 514230200290

Use: .

Type of Construction: II

Occupancy Type: R-3

To the best of my knowledge and belief, the building components and site improvements outlined herein and inspected under my authority have been completed in conformance with the approval plans and the applicable codes.

Building Official: 

Building Official: MIGUEL NUNEZ

Date: 10.23.19

Owner's Signature: _____

Owner's Representative Signature: _____

Date: _____



Plan to Attend the **FAST Fly-in** to Washington, D.C.

May 20-21, 2020

The **Federal Action Strike Team (FAST) Fly-in** is a federal advocacy trip to Washington, D.C. During this event, attendees will meet with members of Florida's congressional delegation to discuss key federal issues that affect municipalities.

The first scheduled event in Washington is a federal briefing at 10:00 a.m. on Wednesday, May 20 at the National League of Cities office.

HOTEL INFORMATION

Phoenix Park Hotel
520 N. Capitol Street NW
Washington, D.C. 20001
Phone: (202) 638-6900

ROOM BLOCK

Attendees may make reservations at the Phoenix Park Hotel by calling 855.371.6824 with the group code **23658** to receive a reduced rate of \$299/night. The deadline to make a hotel reservation in the room block is **April 20**.

TO SIGN UP

If you would like to attend the FAST Fly-In, please register using the following link: conta.cc/2uKFwnU by **April 20** so we can coordinate meetings with your member of Congress. If you have any questions, contact Allison Payne at 850.701.3602 or apayne@flcities.com



October 2019 FAST Fly-in attendees.



Fly-in attendees meet with Congressman Alcee Hastings in his office regarding important municipal concerns.



2019 Fly-in attendees meet with Senators Rick Scott and Marco Rubio.

#FASTFlyIn

Memo

To: Mayor & Commission
From: Joy Brown/ Event Coordinator
cc: Newall Daughtrey & Finance Director
Date: 02-12-2020
Re: Eggstravaganza

On April 4th 2020, the Town of Pembroke Park will be hosting their 5th annual Eggstravaganza.

The budget for this event is \$6,000.00. I am requesting permission to purchase items and services from various vendors, such as,

1. Entertainment (Bounce house and D.J Services)
2. Food
3. Cinch bags
4. Golf Carts
5. Easter Eggs filled with candies and prizes



February 4, 2020

Todd Larson
Town Engineer / Public Works Director
Town of Pembroke Park
3150 SW 82nd Avenue
Pembroke Park, FL 33023
Phone: (954) 966-4600 x212
TLarson@townofpembrokepark.com

RE: Work Authorization #6

Project Name: SW 30th Avenue Sanitary Sewer Project
Project Location: SW 30th Avenue between Hallandale Beach Boulevard & Pembroke Road
Our Project/Proposal Number: 09630.M6

Dear Mr. Larson:

In accordance with your request and pursuant to our Master Agreement to provide Professional General Engineering Consulting Services to the Town of Pembroke Park, as provided by Town's Agreement dated April 13, 2017, this agreement between Keith & Associates, Inc. dba KEITH ("CONSULTANT"), and the Town of Pembroke Park ("CLIENT") for civil engineering consultant services is submitted for your consideration and approval. All the terms and conditions of the Master Agreement apply to this Work Authorization

PROJECT UNDERSTANDING

The CLIENT has requested that KEITH provide professional services associated with sanitary sewer improvements project of SW 30th Avenue, which is to be connected to the existing Town of Pembroke Park sanitary sewer system via a forcemain. The project will consist of a gravity sanitary sewer system and a pressurized system. The pressurized system has two (2) alternative routes to be able connect to the existing wastewater system. The preferred route will be selected by the CLIENT after the route study report has been completed by KEITH.

This professional service shall include surveying, subsurface utility engineering (SUE), a route study report, design and permitting for the proposed sanitary sewer system project of SW 30th Avenue as described below:

SW 30th Avenue - from Hallandale Beach Boulevard to Pembroke Road (approx. 4,200 ft). It is anticipated that the new sanitary sewer system will consist of a gravity sewer with manhole structures, pipes, and pressurized system with vales, pipes, air release valves, fittings, a pump station, and a connection to the existing system.

Alternative Route #1 – from SW 30th Avenue to S Park Rd through the utility easement between properties 1950 SW 30th Avenue & 1820 SW 30th Avenue and properties 1901 SW 31st Avenue

Corporate Office
301 E Atlantic Blvd
Pompano Beach
FL 33060
954.788.3400

Miami-Dade County
5805 Blue Lagoon Drive
Suite 218
Miami, FL 33126
305.667.5474

Broward County
2312 S Andrews Ave
Fort Lauderdale
FL 33316
954.788.3400

Palm Beach County
120 N Federal Hwy
Suite 208
Lake Worth, FL 33460
561.469.0992

Orange County
2948 E. Livingston St
Suite 100
Orlando, FL 32803
954.788.3400

APPROACH

KEITH believes in a context-based approach that considers multiple facets of the development process resulting in solutions that are curated for each authentic scenario. In addition to the traditional design approach, we believe careful consideration should be given to economic, ecological and social factors. This cohesive approach to each project is engineered to enhance the opportunity for a resilient solution.

Our approach is categorized into the following three general phases:

Exploration Phase – The process of becoming familiar with an area through extensive analysis.

Inspiration Phase – The process of developing ideas emanating from the exploration process.

Implementation Phase – The process of activating a decision or plan.



PROJECT SCOPE

KEITH services included for this project

☐ **Survey**

- ☐ ALTA/NSPS
- ☐ Topography
- ☐ Boundary
- ☐ Tree
- ☐ Sketch and Description
- ☐ Construction Layout
- ☐ Construction As-Built
- ☐ Other _____

☒ **SUE**

- ☒ Horizontal Designation
- ☒ Location Services
- ☒ Utility Mapping
- ☐ Records Research
- ☐ Other _____

☐ **Planning Services**

- ☐ Due Diligence
- ☐ Platting
- ☐ Rezoning
- ☐ Conditional Use Permit
- ☐ Right of Way Vacation
- ☐ Site Plan Processing and Coordination
- ☐ Other _____

☒ **Civil Engineering Services**

- ☐ Paving, Grading and Drainage
- ☒ Water Distribution and Sanitary Sewer
- ☒ Storm Water Prevention
- ☒ Other _____

☐ **Transportation Engineering Services**

- ☐ Major Roadway
- ☐ Minor Roadway
- ☐ Drainage
- ☐ Maintenance of Traffic Plans
- ☐ Quality Control
- ☐ Other _____

☐ **Traffic Engineering Services**

- ☐ Traffic Impact Study
- ☐ Traffic Impact Statement
- ☐ Parking Study
- ☐ Pavement Marking and Signage
- ☐ Signalization
- ☐ Roadway Lighting
- ☐ Other _____

☐ **Landscape Architecture Services**

- ☐ Hardscape and Paving
- ☐ Fine Grading
- ☐ Landscape
- ☐ Irrigation
- ☐ Site Lighting
- ☐ Pools or Water Features
- ☐ Specialty Features
- ☐ Other _____

☒ **Construction/Program Management Services**

- ☐ Permitting
- ☒ Bidding Assistance
- ☒ Construction Observation
- ☒ Construction Certification
- ☐ Other _____

It is assumed adequate service points already exist on-site or at the abutting site boundary or in the adjacent public right-of-way. No sewage pump station or offsite improvements or extensions, other than service connections, are anticipated under this Proposal.



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DESCRIPTION OF SERVICES AND DELIVERABLES

SUBSURFACE UTILITY ENGINEERING (SUE) SERVICES

KEITH will follow ASCE Standard 38-02 – “Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data” during the field and office operations for this project. The quality levels discussed below are defined within the standard. CONSULTANT is to provide professional services associated with designation and location of existing subsurface utilities. KEITH shall designate all known tone able and non-tone able utilities (within the limits of the 3 areas as listed below) Gravity systems, service laterals, irrigation or overhead facilities are not included in this investigation.

Task 201 Horizontal Designation Services

KEITH will horizontally mark any known tone able and non-tone able underground utilities that are represented on as-built plans, above ground appurtenances, and other miscellaneous utility records (to be provided by CLIENT). Conductive utilities will be marked on the surface utilizing active geophysical prospecting techniques in conjunction with electromagnetic equipment utilizing passive radio and audio frequencies. Known non-conductive utilities and/or structures will be marked on the surface utilizing Ground Penetrating Radar (GPR), above ground features, professional judgment, utility plats and/or as-builts. This task does not include identifying gravity systems, service laterals, irrigation, or overhead facilities unless specifically requested by the CLIENT and included in the scope of services. The limits of SW 30th Avenue will include the full right of way of SW 30th Avenue. Alternate 1 limits will include the right of way for SW 31st Ave, Carolina St, a section S Park Rd, and in the easement from building's facade extending 15' beyond the north easement line. Alternate 2 limits will include the southern half right of way of Pembroke Rd from SW 30th Ave to 100 feet west beyond the westernmost ROW of S Park Rd.

Task 202 Location Services

Required utility location test holes will be incorporated in the design agreement. Test holes are not included in this proposal.

Task 203 Utility Mapping

KEITH shall survey the paint marks/flags/markers that designate the locations of underground utilities and test hole locations. Surveyed information shall be delivered in an AutoCAD Civil3d file referenced to the Florida State Plane Coordinate System (NAD83/11). Test holes shall be located with Real Time Kinematic (RTK) GPS with the Florida Permanent Reference Network (FPRN) for elevations referenced to the North American Vertical Datum of 1988 (NAVD88)

Subsurface Utility Engineering Conditions and Understandings

CLIENT is required by law to contract Sunshine State One Call of Florida forty-eight (48) hours in advance of any CLIENT excavation. KEITH will not access confined spaces. If confined spaces need to be accessed for locating purposes, then the client will be notified, and further arrangements will be made for said access. Additional fees may be applicable. If additional MOT is required beyond the capability of KEITHS standard MOT operations, KEITH will notify the client. Additional requests outside the scope of services, when requested by client and/or client's representative, will be invoiced on an hourly basis. This proposal assumes site access is available and work can be performed between the hours of 7:30 AM and 5:00 PM Monday through Friday.



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CIVIL ENGINEERING SERVICES

Task 301 Preliminary Route Study Report

Preliminary Route Study Report

The CLIENT shall provide KEITH with all available information associated with the stormwater system, water system and other utilities systems within the project area. Also, the CLIENT shall provide all available with the sanitary sewer system within the CLIENT limits

KEITH shall:

1. Review all previously prepared As-Built/Topographic Surveys/Design Plans/Permits/Agreements/Sanitary Sewer Master Plan and Reports, and other relative information made available by the CLIENT and/or collected by KEITH.
 - Coordinate with City of Hollywood for allocation for the proposed demand.
 - Coordinate with the CSX Railroad for directional drill crossing.
2. Contact local utility companies that may have facilities in the area, water, sanitary sewer, power, telephone, cable, to obtain as-built information and request field location if possible.
3. Perform site observations in order to obtain a better understanding of the existing utilities patterns and conditions for the project area.
4. Perform a comprehensive evaluation of the Broward County Contamination Maps to determine if there is any contamination on the routes. If further investigation is required, then the services of Radise International would be contracted to perform the geotechnical and environmental exploration.
5. Based on this information, KEITH will prepare a schematic base map outlining the approximate locations of the existing infrastructure and other utilities in the area. This information will be approximate, and its accuracy limited to the available information.
6. Describe the appropriate measures that can be implemented, including identifying viable alignment alternatives or any other engineering techniques.
7. Meet with CLIENT to review these alternatives prior to discussing with jurisdictional agencies.
8. Meet with jurisdictional agencies and/or other stake-holders; including:
 - Town of Pembroke Park Public Works Department.
 - City of Hollywood Public Utilities Department.
 - Broward County Environmental Protection and Growth Management Department (BCEPGMD) – Sanitary Sewer
 - Broward County Water and Wastewater Services (BCWWS)
 - CSX Railroad for directional drill crossing.
 - Florida Department of Transportation (FDOT)
9. Based on these meetings, revise the previously described measures that can be implemented, including identifying alignment alternatives or any other engineering techniques that truly viable and “permissible”.
10. Prepare a Route Study Report. The purpose of the route study report is to provide all collected documentation; describe existing facilities, design criteria, design constraints; identify potential viable/permissible wastewater design alternatives and provide recommendations in an effort for the CLIENT to select one alternative to move forward with engineering design.

KEITH shall attend one (1) coordination meeting with the CLIENT to review the schematic design, code and integration of the design with existing conditions (including utilities/trees/etc.) and environmental impacts of the project. KEITH will coordinate with the CLIENT and other team



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members in the preparation of plans to avoid conflicts between disciplines.

Initial Engineer's Opinion of Probable Cost for Alternatives

KEITH shall prepare a cost analysis of the scenarios generated. The cost estimates shall include all costs relative to the complete construction of each alternative (up to three). The estimates may be used by the CLIENT for initial budgeting of the project.

Once the CLIENT has decided on an Alternative and/or Recommendation based on the information provided under the Initial Engineering Services, KEITH shall proceed with Design Services.

Deliverables

1. Preliminary Route Study report
2. Initial Engineer's Opinion of Probable Cost

Task 302 Preliminary Engineering / Schematic Design (SD) / Site Plan/DRC (TBD)

Preliminary Civil Engineering Design Plans

KEITH shall research existing available records for the project and prepare preliminary civil engineering plans for the infrastructure improvements to support the processing of the site plan layout for the Project. The preliminary civil engineering plans shall be prepared in accordance with the CLIENT and regulatory agency requirements and will include Sanitary Sewer System adjustments and services.

The Preliminary Plans are for regulatory agency (Development Review Committee, DRC), Site Plan review and approval.

The preliminary engineering plan shall include available existing utility information collected from various sources (Government Agencies, Utility providers etc.). This preliminary utility information will be relied upon by KEITH in the preliminary design phase. Final design may require additional survey and Subsurface Utility investigation to verify the preliminary information supplied to or obtained by KEITH. KEITH will utilize a topographic survey and site plan supplied by the CLIENT, either as identified elsewhere in this agreement or from the CLIENT's other Consultant / Surveyor, as a base for the preliminary civil plans.

Preliminary, sanitary sewer calculations shall be performed to address the impacts of the proposed development relating to the requirements of the site plan submission. One preliminary engineering plan will be prepared based on the supplied site plan design.

KEITH shall attend one (1) coordination meeting with the CLIENT and Development Services Department to review the schematic design, code and integration of the design with existing conditions (including utilities/trees/etc.) and environmental impacts of the project. KEITH will coordinate with the CLIENT and other team members in the preparation of plans to avoid conflicts between disciplines.

Engineering Processing, Coordination and Meetings with Government Agencies / Permit Authorities

KEITH shall coordinate, prepare for and attend meetings with Government Agencies, including project orientation meetings for base-line design agreements, review with the CLIENT Engineering, and Utility representatives. Also, coordinate with applicable State, and County Agencies required for final permit submittals.



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Deliverables

1. Preliminary Design Plans
2. Preliminary Sewer Calculations as required
3. Preliminary Opinion of Probable Construction Cost – For above referenced Design Elements
4. Meetings and Team Coordination – During the specified duration in the project schedule, the KEITH team will attend all required meetings and coordination. It is assumed all meetings will be in South Florida.

Task 303 Construction Documents (CD) - Final Engineering (TBD)

Pavement Marking & Signing Plans

The CONSULTANT shall prepare a signing and pavement marking plan for the project that meets the requirements of the regulatory agencies. This plan shall include standard details and notes.

Water Distribution and Sanitary Sewer Plans

KEITH shall prepare sanitary sewer system plans to service the proposed service area. Sanitary sewer calculations shall be performed to address the impacts of the proposed development relating to the requirements for permit agency submittal.

It is anticipated that all existing utility infrastructure is adequate to provide the required sanitary sewer services to the proposed improvements. An evaluation of the existing infrastructure regarding capacity to service the proposed development will be made. Design services for Public Infrastructure improvements required to serve the proposed development will be addressed with a supplemental additional services agreement.

Erosion Control Plans

KEITH shall prepare an Erosion Control Plan for the project that meets the requirements of the regulatory agencies and for the Contractor's use in preparing and processing the required Stormwater Pollution Prevention Plan (SWPPP), in compliance with the "Generic Permit for Stormwater Discharge from Large and Small Construction Activities (CGP)" through FDEP. The Erosion Control Plan(s) shall include standard details and notes to meet the requirements of the regulatory agencies.

Demolition Plan

KEITH shall prepare a Demolition Plans incorporating removal of the existing improvements in conflict with the proposed facilities. This plan shall include standard details and notes. Should permitting be required for this work, it will need to be provided by a licensed demolition contractor.

Note: The use of explosive demolition materials and the assessment for or removal of hazardous materials or toxic waste are not included in these services and will not be incorporated in the Demolition Plan.

Deliverables

1. Construction Documents (60% and Final Construction Documents) for above referenced Plans



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2. Specifications – For above referenced Design Elements (specifications may be included in the plan sheets or a separate documents for inclusion in the Contract Document Specification book.)
3. Sewer Calculations as required
4. Opinion of Cost – For above referenced Design Elements
5. Meetings and Team Coordination – During the specified duration in the project schedule, the KEITH team will attend all required meetings and coordination. It is assumed all meetings will be in South Florida.

Task 304 Engineering Permitting (TBD)

KEITH shall attend required pre-application meetings with agencies having jurisdiction over the facilities designed by KEITH, and prepare and submit the permit applications for the construction of the following improvements and process them through the following regulatory agencies:

Sewer System

- Broward County Environmental Protection and Growth Management Department (BCEPGMD) – Sanitary Sewer
- Florida Department of Environmental Protection (FDEP) –Water and Sanitary Sewer
- Broward County Water and Wastewater (BCWWS) – Sanitary Sewer
- City – Water and Sanitary Sewer

Pavement Markings and Signage

- County Traffic Engineering Division
- City Engineering

If additional permits are required, KEITH shall process them and the fees for these additional services will be submitted to CLIENT as additional services under a contract addendum if required.

Deliverables

1. Permit applications and submittal documents required for above listed regulatory agencies for the listed project improvements.

KEITH shall prepare a signage and pavement marking plan that meets the requirements of the regulatory agencies. This plan will be developed in accordance with the proposed site plan and shall include standard details and notes.

CONSTRUCTION/PROGRAM MANAGEMENT SERVICES

Task 401 Construction Observation (TBD)

KEITH shall provide construction observation services in order to ensure the integrity of the design intent, and certify to the Town of Pembroke Park and other jurisdictional agencies that the construction work has been completed in substantial compliance with the approved documents and permits. Services included in this task are described as follows:

Shop Drawings: KEITH shall review shop drawings, samples and calculations, which the selected contractor is required to submit for review. This review will only be for conformance with the design concept of the project and compliance with the information provided on the design drawings and



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specifications. Such review will not extend to methods, means, techniques, construction sequence(s) or procedures, or to safety precautions and related programs. KEITH shall also determine the acceptability, subject to CITY approval, of substitute materials and equipment proposed by contractors.

Periodic Site Visits and Construction Observation: KEITH shall visit the Project at intervals appropriate to the various stages of construction, as KEITH deems necessary to observe as an experienced and qualified design professional to review the progress and quality of the various aspects of the contractor's work. KEITH shall coordinate and attend one (1) Pre-construction Meetings. This task includes construction observation services for an anticipated construction period of eight (8) months. These services will be invoiced on a time and material basis in accordance with our Professional Service Fee schedule (attached).

As-builts Review: KEITH will review the record drawings (as-builts) to ensure substantial conformance to the approved plans. KEITH will only review and reject any particular as-built set a maximum of two (2) times, any additional review will be considered additional services. The contractor will be expected to have the as-builts revised in accordance with all comments.

Final Inspections: KEITH shall participate, with the CITY's representative, in a semi-final inspection for the purpose of determining if the project is substantially complete, and participate in the preparation of a written "Punch List" of all incomplete, defective or deficient items. Upon notice from the CITY, participate in a final inspection together with CITY and contractor representatives to assure that all "Punch List" items are completed and the work is indeed completed in accordance with all contract documents. Upon completion of the final inspection, certify, in writing, that the work in-place is acceptable, subject to any conditions therein expressed.

Final Certification: KEITH will prepare final certification to all appropriate permitting agencies utilizing record drawings for the design from the survey information supplied by the contractor, or by other means agreed to by both KEITH and CITY.

Note: It is the contractor's responsibility to coordinate through KEITH the scheduling of testing. KEITH shall represent the CITY in performing periodic observation of construction as necessary to confirm construction is in accordance with the approved plans.

The construction observation and certification for the civil work is an anticipated construction period for the site work of eight (8) months

We anticipate the following items requiring as-built certification:

- Water System
- Sanitary Sewer System
- Paving Grading and Drainage System

Note: Construction-related surveying (stakeout, as-builts, etc.) and testing (densities, concrete, LBR'S, etc.) services are not included in this Agreement.



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SCHEDULE

SUE SERVICES

Task 201 Horizontal Designation Services	30 Days
Task 203 Utility Mapping	30 Days

CIVIL ENGINEERING SERVICES

Task 301 Preliminary Route Study Report	45 Days
Task 302 Preliminary Engineering / Schematic Design (SD) / Site Plan/DRC (TBD)	45 Days
Task 303 Construction Documents (CD) - Final Engineering (TBD)	30 Days
Task 304 Engineering Permitting (TBD)	120 Days

CONSTRUCTION/PROGRAM MANAGEMENT SERVICES

Task 401 Construction Observation (TBD)	240 Days
---	----------

COMPENSATION

SUE SERVICES

Task 201 Horizontal Designation Services	\$27,000	(Lump Sum)
Task 203 Utility Mapping	\$10,000	(Lump Sum)

PLANNING SERVICES

Not part of this contract

CIVIL ENGINEERING SERVICES

Task 301 Preliminary Route Study Report	\$20,000	(Lump Sum)
Task 302 Preliminary Engineering / Site Plan (TBD)	\$	(Lump Sum)
Task 303 Construction Documents (CD) (TBD)	\$	(Lump Sum)
Task 304 Engineering Permitting (TBD)	\$	(Lump Sum)

CONSTRUCTION/PROGRAM MANAGEMENT SERVICES

Task 401 Construction Observation	\$	(Lump Sum)
-----------------------------------	----	------------

Total Fee	\$57,000	+ reimbursables
------------------	-----------------	------------------------

IN WITNESS WHEREOF, CONSULTANT and CLIENT have executed this agreement the day and year indicated below.

As to CONSULTANT
KEITH

Alex Lazowick
Executive Vice President

DATED: _____

As to CLIENT
Todd Larson
Town of Pembroke Park
Town Director of Public Works
Signature: _____

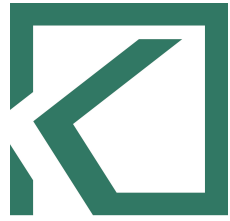
Print Name: _____

Title: _____

DATED: _____



Engineering Inspired Design.



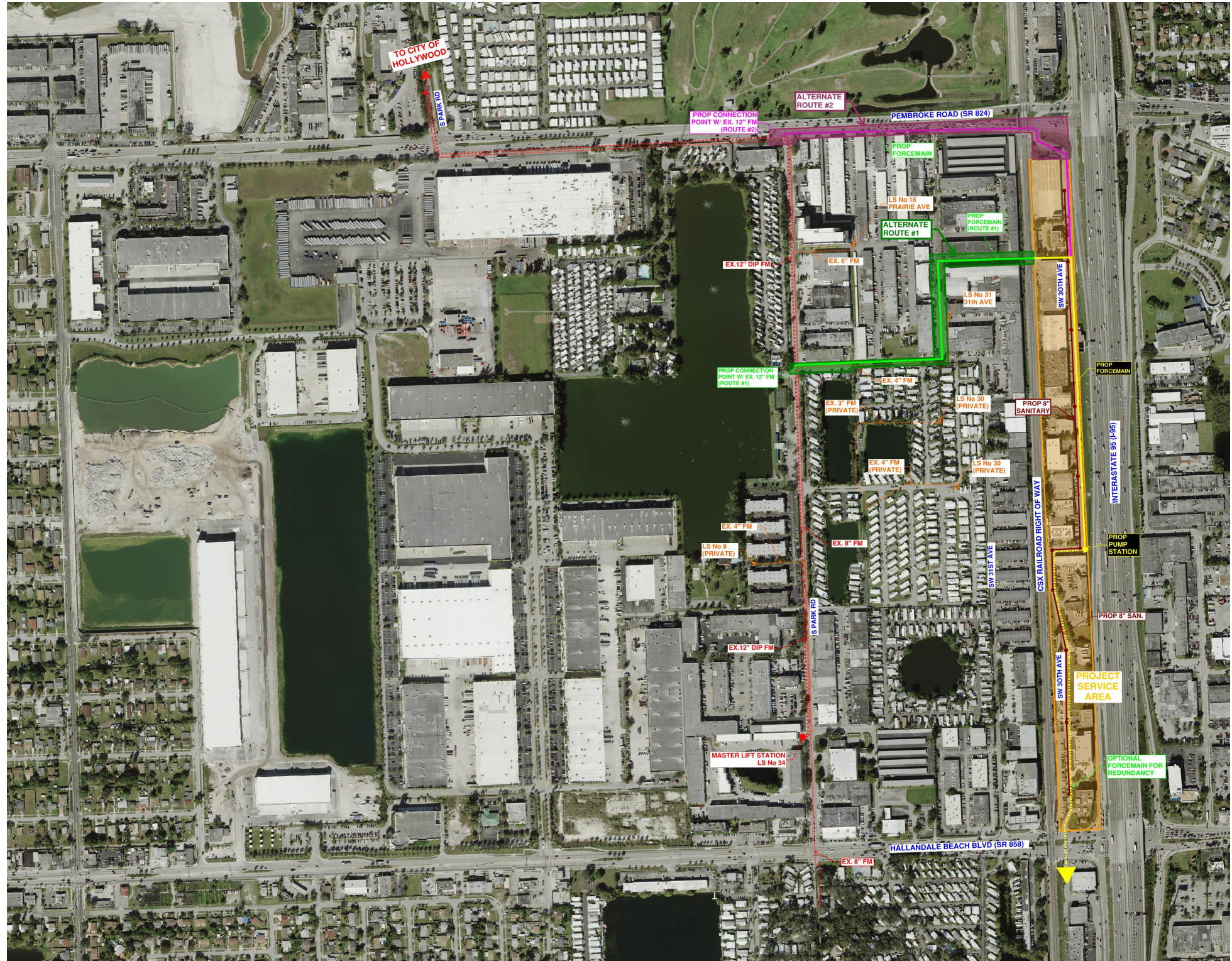
KEITH

SW 30TH AVENUE SANITARY SEWER IMRPOVEMENTS PROJECT

PREPARED FOR
THE TOWN OF PEMBROKE
PARK



LEGEND	
PROP. FORCEMAIN	—————
PROP. PUMP STATION	●
OPTIONAL FORCEMAIN	-----
PROP FORCEMAIN (ROUTE#1)	—————
PROP FORCEMAIN (ROUTE#2)	—————
PROP. SANITARY	—————
PROP. SANITARY MANHOLE	●
EX. PUBLIC FORCEMAIN	- - - - -
EX. PIVATE FORCEMAIN	
EX. MASTER PUMP STATION	●
EX. LIFT SATION	●



SANITARY SEWER ROUTE SCHEMATIC PLAN

Corporate Office
301 E Atlantic Blvd
Pompano Beach
FL 33060
954.788.3400

Miami-Dade County
5805 Blue Lagoon Drive
Suite 218
Miami, FL 33122
305.667.5474

Broward County
2312 S Andrews Ave
Fort Lauderdale
FL 33316
954.788.3400

Palm Beach County
120 N Federal Hwy
Suite 208
Lake Worth, FL 33460
561.469.0992

Orange County
2948 E Livingston Street
Suite 100
Orlando, FL 32803
954.788.3400

MICHAEL MILLER PLANNING ASSOCIATES, INC.

Land Design Municipal Planning Services Transportation Planning

**TOWN OF PEMBROKE PARK
COMMUNITY DEVELOPMENT
MEMORANDUM**

**Subject: Alcoholic Beverage Sales
 Extended Hours Licenses – Annual Fees
 Comparison of Sample Municipal Fees
 MMPA Project No. 00-1102-2018**

Business	Site Size	Bldg. Size	Seating
Polo Club	40,808 sq. ft.	4,415 sq. ft.	104
Scarlett's Cabaret	50,598 sq. ft.	20,893 sq. ft.	808

City	BTR	EHL App. Fee	EHL Annual Fee	Closed Hours
Dania Beach	\$105 - \$315 # seats	\$2,250	\$1,250 + \$300 Sun.	All Days 3AM – 7AM
Davie	\$125 - \$527 # persons	\$781 - \$890 # seats	\$219	Mon - Sat 2AM – 7AM Sun 2AM – 10AM
Fort Lauderdale	\$157.50	Not Allowed	N/A	Sun - Thurs 2AM – 7AM Fri - Sat 3AM – 7 AM
Hallandale Beach	\$400 @ 4AM \$800 @ 6AM	\$1,045+/-	\$14 per seat	Mon - Sat 2AM – 7AM Sun 2AM – 1 PM

7522 Wiles Road Suite B-206 Coral Springs, Florida 33067 Telephone: 954-757-9909

**Town of Pembroke Park
Alcoholic Beverage Sales
Extended Hours Licenses – Annual Fees
Comparison Table January 2020
Page 2**

	7AM				Nightclub 6AM –
Hollywood	\$75	\$2,400	\$1,800 plus \$800 < 150 seats \$1,900 > 150 seats	All Days 2AM – 7A EHL to	
4AM Daily					
Miramar	\$486.20 8AM Daily	\$1,584	\$1,322.34	All Days 2AM – EHL to 4AM	
Pembroke Pines	\$75	Not Allowed	N/A	All Days 3AM – 11AM	
Plantation	\$88 - \$441 # seats – 7AM	Not Allowed	N/A	All Days 4AM	
Sunrise	\$273.39 – 7AM	\$315 - \$630 sq. ft.	\$210 + \$315 - \$630 # seats	All Days 3AM	

For comparison purposes, we have prepared an analysis of the two businesses with EHL / Night Club licenses utilizing the other city's fee structures.

	Pemb. Park	Hall. Bch.	Hollywood	Miramar	Dania	Davie	Sunrise
Polo Club							
App. Fee	\$500	\$1,045	\$2,400	\$1,584	\$2,250	\$781	\$420
BTR	\$315	\$800		\$75	\$486.20	\$217	\$326
Annual Fee	\$5,000	\$1,456	\$2,600	\$1,322		\$1,550	\$219
							\$677
Scarlett's							
App. Fee	\$500	\$1,045	\$2,400	\$1,584	\$2,250	\$890	\$630

**Town of Pembroke Park
Alcoholic Beverage Sales
Extended Hours Licenses – Annual Fees
Comparison Table January 2020
Page 3**

BTR	\$525	\$800		\$75	\$486.20	\$315	\$527	\$273.39
Annual Fee	\$5,000	\$11,312	\$3,700	\$1,322	\$1,550	\$219	\$840	

Michael J. Miller

To: Town Clerk
Cc: Agatha Muse-Salters; Christopher J. Ryan, Esq.; Michael Seiger, Esq.; Todd Larson
Subject: Pembroke Park - TC Agenda Item January 8, 2020 - Polo Club Extended Liquor License
Attachments: PP TC Agenda Backup Polo Club Ext Liquor License Fee Dec 31 2019.pdf

Marlen:

As per our conversation about the upcoming TC meeting attached is the suggested backup materials on the above matter.

A few years ago the Town adjusted the annual fee (\$5,000 per year) for businesses that had obtained an extended hours license to sell alcohol in the Town (late at night). There are only two businesses that have such licenses (Scarlett's / Polo Club). The owner of the Polo Club is in arrears in paying the EHL annual fee / other items. The TC asked that our firm research the matter and provide a recommendation to possibly adjust the fee. In July 2019 MMPA prepared a report (attached) that was discussed – but no final direction to adjust the fees was received. MMPA was later requested to look at additional city's fee structures - we did and communicated with the Mayor.

Attached is the suggested backup materials for this item.

Michael J. Miller, AICP
Town of Pembroke Park
Consultant Town Planner
December 31, 2019



Town of Pembroke Park
3150 SW 52nd Avenue
Pembroke Park, FL 33023

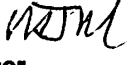
Agenda Request

Meeting Date:	TC Regular Mtg. Feb. 12, 2020
Subject:	Analysis / Possible Modifications to Liquor Sales Extended Hours License (EHL) Fee Structure
Initiated by:	☒ City Council ☐ City Attorney ☐ City Manager/Staff
Prepared by:	Name & Title: Michael J. Miller, AICP - Consultant Town Planner
Reviewed by:	Name & Title:
Approved by Town Manager:	Signature:
Approved by Town Attorney:	Signature:
Attachments:	MMPA Updated Staff Report dated Feb. 5, 2020. Draft Code Text. EHL Comparison Table.
Fiscal Impact:	Possible Decrease in EHL Fees received by the Town (\$3,000+/-).
Policy Question(s) for Council Considerations:	Should the Town Commission revise the fee schedule for the two businesses that have been granted an EHL (Polo Club / Scarlett's).
Summary:	In 1998 the Town began to issue EHL for restaurant & restaurant bar businesses. In 2014 the Town updated the Code to clarify provisions, and adjusted (increased) application fees / annual renewal fees. One of the EHL business owners has not been paying their fees and complained about the annual fee.
Background:	See summary above.
Discussion/Analysis:	See summary above. See MMPA updated staff report dated Feb. 5, 2020.
Options:	Retain the current Alcoholic Beverage Sale Extended Hours License (EHL) Fee Structure as is (\$5,000 per yr). Adjust the current Alcoholic Beverage Sale Extended Hours License (EHL) Fee Structure.
Advantages:	One of the EHL business owners (Polo Club) has fallen behind on paying their annual renewal fees, and has yet to pay the balance of their 2016 application fees. Due to the small size of that business and current limited operating hours the business owner feels the fees are too high. If the fee structure was adjusted for the delinquent time period 2014-2019 and for future renewal periods they could pay the Town.
Disadvantages:	If the current fee structure was NOT adjusted for the delinquent time period 2014-2019 and for future renewal periods, the business owner would have difficulty paying the Town (\$15,000+/-), and their business operations might fail.
Possible action:	A) Leave the current (2014) Extended Hours License (EHL) fee structure in place and request full / partial payment compliance. B) Adjust the current fee structure, agree to a financial settlement for past due amounts.
Advantages:	See above.
Disadvantages:	See above.
Staff Recommendations:	See MMPA updated staff report dated Feb. 5, 2020
Additional Action Needed:	Based on the Town Commission's direction: A) request payment of outstanding fees due the Town, which may require legal action. B) Authorize staff to initiate a Code amendment to adjust the current fee structure. C) Agree to a settlement amount.

**TOWN OF PEMBROKE PARK
COMMUNITY DEVELOPMENT
MEMORANDUM**

To: Mayor and Town Commissioners
Town of Pembroke Park

CC: Chris Ryan, Esq., Town Attorney
Natasha Joseph, Admin. Services Director / Deputy Town Clerk
Todd Larson, Public Services Director

From: Michael J. Miller, AICP 
Consultant Town Planner

Date: February 5th, 2020

Subject: Alcoholic Beverage Sales
Extended Hours Licenses – Application / Annual Fees
MMPA Project No. 00-1102-2018

RECOMMENDED TOWN COMMISSION ACTION

MMPA recommends the Town Commission review the contents of this staff report and consider various options related to Annual Fees charged for Extended Hours Licenses in the Town.

ISSUE

At the July 10th, 2019 Town Commission meeting, after hearing from the owner of the Polo Club (Andrew Reed) and Town staff (BTR Clerk Grooms) about his delinquent fees for holding an Extended Hours License (EHL) issued by the Town for alcoholic beverage sales, a discussion occurred about such establishments and the annual fees the Town charges. The Town adopted its initial zoning laws regulating alcoholic beverages in 1962, with updates in 1977, 1998 and most recently in 2014. The 2014 Code modifications included adjustments to the application fees and annual renewal fees established in 1998 for EHL. EHL are only issued to a "restaurant" or "restaurant bar" meeting certain food service (full-course meals) and building size requirements (min. 2,000 sq. ft. / 75 seats). An EHL entitles a qualified business selling alcoholic beverages to operate from 6 AM to 7 AM Monday - Friday and on Sunday mornings from 6 AM to 1 PM. As of this date only two (2) businesses in the Town qualify and have obtained an EHL (Scarlett's Cabaret Adult Entertainment Nightclub / Polo Club). The 2014 Code update adjusted the initial application review fee (\$250 to \$500) and increased the annual renewal fees on a graduated schedule (Prior to Oct. 2014 = \$1,250 / Effective Oct. 1, 2014 = \$3,000 / Effective Oct. 1, 2015 and thereafter = \$5,000).

Town of Pembroke Park – TC Staff Report Update
Alcoholic Beverage Sales
Extended Hours Licenses – Annual Fees
February 5th, 2020
Page 2

MMPA coordinated the 2014 Code update as requested and examined all types of businesses in the Town selling alcoholic beverages (bars / clubs / restaurants / liquor stores / C-Stores / other). Several suggestions were made to update various Code provisions regulating alcoholic beverage sales; however, only the Extended Hours License (EHL) section / sections regulating the permitted hours for sales (clarification) and noise regulations were updated.

As part of the 2014 Code clean-up of the EHL provisions, the former Town Manager (Dr. Levy) and Town Commission at that time decided to increase the (1) fee for the initial application (from \$250 to \$500), and (2) the annual renewal fees (from \$1,250 to \$5,000 incrementally), as no adjustment had been made since 1998. MMPA did not provide any research data or advice on the 2014 fee schedule adjustments.

Application Fee - As to the application review process, an EHL application is required to be reviewed by Town staff (mostly MMPA / legal), the Planning and Zoning Board must hold a public hearing, and finally the Town Commission must hold a public hearing prior to granting an EHL. This requires research, preparation of staff reports and public meetings. It is our understanding the Town's application fee is to help "defray" the cost of review and processing. Historically the Town's EHL application review / processing has not been a "cost recovery" type of land development application, like a rezoning or site plan. As we understand its purpose, the fee was not supposed to fully cover the initial cost of review – as the Town receives an annual renewal fee. Our research reveals that other nearby communities charge substantially more for the initial application review and their in-house staff does the review (Hall. Bch. = \$1,045 / Hollywood = \$2,400 / Miramar = \$1,584). Again, the Town increased the application fee from \$250 (established in 1998) to \$500 in 2014. MMPA records reveal our firm's cost to review / process both the Polo Club / Scarlett's EHL applications was about \$1,800 each. In addition, the Town Attorney's office / other Town staff may have billed time as well. **MMPA suggests the Town consider adjusting the application fee to cover more of the review cost.**

Annual Renewal Fees – As stated above, the EHL annual renewal fee (\$1,250) was established in 1998 when the Town's initial EHL regulations were written to allow such activities. When the Code was updated in 2014 the Town's Administration felt that fee was too low (not updated in 16+ years) and did not cover the cost of BSO / staff monitoring. The initial annual renewal fee amount selected in 2014 was originally set at \$5,000 – but after public input the annual renewal fee schedule was adjusted with "step" increases over a few years (Oct. 1, 2014 = \$3,000 / Oct. 1, 2015 and thereafter = \$5,000). Town staff has confirmed that Scarlett's Cabaret has fully paid their initial application fee and the specified yearly annual renewal fees (2014 – 2018). Town staff recently informed the Town Commission that the Polo Club has not fully paid either the initial application fee or some of the specified yearly annual renewal fees. MMPA notes that although the Alcoholic Beverage Code was updated in June 2014, it was not until Feb. 2016 that both Scarlett's Cabaret and the Polo Club applied for their EHL, and it was not until April 2016 that they received their formal EHL approvals from the Town Commission. Between June 2014 - April 2016 the Town finalized the Ordinance, created an application form and instituted a review process. The two businesses were allowed to continue to operate temporarily during the restricted hours (6AM - 7AM M-F / 6AM – 1PM Sundays) without a formal EHL while the Town finalized their procedures. The Polo Club owner (Andrew Reed) recently appeared before the Town Commission to explain his payment delinquency and requested the "past due" fees (\$15K+/-) be adjusted, due to the type of limited business currently occurring at the Polo Club (only Friday / Saturday nights).

Town of Pembroke Park – TC Staff Report Update
Alcoholic Beverage Sales
Extended Hours Licenses – Annual Fees
February 5th, 2020
Page 3

As part of the discussions on the Town's outstanding BTR / License / Cost Recovery financial accounts (some are delinquent), MMPA was requested at the July 10, 2019 Town Commission meeting to research this matter and offer suggestions to possibly modify the fee structure. MMPA has looked back at the 2014 Town Code updates, the 2016 Extended Hours License (EHL) applications for both Scarlett's Cabaret and the Polo Club. Finally, MMPA researched the processes / fee structures of several South Florida communities that have similar late-night liquor sale approval processes (see attached table). These communities have similar approval processes for Extended Hours Liquor Sale Licenses / Night Club Licenses.

Since the summer of 2019 considerable research was performed by MMPA and Town staff on this matter. Research of other community's fees was broadened. MMPA created a table with the research data. In January 2020 the Town Commission discussed the research data and a consensus was reached to move forward with Code modifications based on the Hallandale Beach fee format (based on # of seats at the business). As requested MMPA has prepared draft Code text amendments for consideration. See attached.

The effect of the Code modifications would be to reduce the current fees back to 2014 when the last increase was made. The Polo Club would realize a substantial reduction in their annual fee but slightly higher than the pre-2014 fee (\$1,456.00 vs. \$1,250). As applied to Scarlett's the adjusted fee based on the number of seats would result in a large increase (\$5,000 to \$11,312). MMPA believes this may be too severe and recommends a "cap" be set – say at \$5,000.00 as now exists or some other acceptable fee limit.

After the Town decides on appropriate fees some action should be taken for the Polo Club to adjust / rebate annual renewal fees from 2014-2020.

MMPA suggests the Town consider adjusting the annual EHL renewal fee per the above.

Differences in Businesses – Following are a list of some differences in the Town's two EHL businesses that might warrant alterations to the current fee structure.

- Adult Entertainment Business vs. Restaurant that operates during late-night hours.
- Size of the establishment (Scarlett's = 808 seats / Polo Club = 104 seats).
- Size of the building (Scarlett's = 20,893 sq. ft. / Polo Club = 4,415 sq. ft.).
- Hours of Operation (Scarlett's = 24/7/365 / Polo Club = Fri. & Sat. nights for 2-3 hours).

SUMMARY

MMPA was requested to review the existing Town Code provisions related to "fees" for Alcoholic Beverage Extended Hours Licenses. Based on our analysis the Town may want to adjust the fees structure to accommodate businesses that have limited operations.

**Town of Pembroke Park, Florida
Proposed Code Modifications**

**Chapter 3 – Alcoholic Beverages
Extended Hours Licenses**

Revised Draft Last Updated February 5th, 2020

Description of two (2) Existing Businesses with Extended Hours Licenses

Business	Site Size	Bldg. Size	Seating
Polo Club	40,808 sq. ft.	4,415 sq. ft.	104
Scarlett's Cabaret	50,598 sq. ft.	20,893 sq. ft.	808

While the properties are not much different in size (.94 acres vs. 1.16 acres) the Scarlett's Cabaret building is about 5 times larger than the Polo Club building and Scarlett's has about 8 times more seating. While Scarlett's Cabaret is a full-scale adult entertainment night-club operating almost 24/7, the Polo Club in recent years has become a limited low-scale late-night restaurant that serves alcoholic beverages – mostly for other nightclub / restaurant employees. Of course, this could change to a more robust full-time business by the current owner or if the site was sold / operated by others, although adult entertainment could never occur there due to zoning restrictions. Based on the MMPA research, at the January 2020 TC meeting a consensus was reached to revise the Code based on the Hallandale Beach EHL fee structure.

Annual Renewal Fees - Prior to 2014 Alcoholic Beverage Code update the annual renewal fee for an alcoholic beverage extended hours license was \$1,250.00 regardless of the size of the business establishment or hours of operation.

Suggested Code Update Options 2020

Sec. 3-2.5. - Extended hours license.

Existing Code Text

- (e) The annual fee for the issuance of said extended hours license shall be three thousand dollars (\$3,000.00) effective October 1, 2014, and shall be five thousand dollars (\$5,000.00) effective October 1, 2015 and thereafter. Such extended hours license shall permit the holder thereof to sell or offer for sale or deliver or serve or permit to be consumed upon premises of such vendor any liquors, beers or wines, regardless of alcoholic content at all hours. All such extended hours license are hereby declared to be and are regulatory in nature. Every extended hours license shall expire on September 30 of each and every year unless previously renewed by the Town Manager.
-

**Town of Pembroke Park
Proposed Code Amendments
Alcoholic Beverage Sales
Extended Hours License - Annual Renewal Fee
February 5th, 2020
Page 2**

Suggested Code Revision

- (a) Any vendor of alcoholic beverages operating as a restaurant or restaurant bar in the Town which is duly and regularly licensed by the State to prepare, sell and serve full course meals to the public and such vendor of alcoholic beverages is duly and regularly licensed by the State and the Town to sell and dispense alcoholic beverages, wine or beer therein, may apply for an extended hours license for the sale of alcoholic beverages, wine or beer. The applicant for extended hours license shall complete an application form prepared by the Town, and pay a nonrefundable application fee in the amount of ~~five hundred dollars (\$500.00)~~ two thousand dollars (\$2,000.00) to defray the Town's cost of processing the application. No application shall be accepted by the Town unless the application form is fully completed and accompanied by the application fee.
- (e) The annual fee for the issuance of said extended hours license shall be ~~three thousand dollars (\$3,000.00) effective October 1, 2014, and shall be five thousand dollars (\$5,000.00) effective October 1, 2015 and thereafter~~ based on the number of seats within the building and agreed to by the Town Planner. Effective March XX, 2020 the annual fee per seat is \$14.00 with a maximum fee of five thousand dollars (\$5,000.00) (or some other agreed upon cap) per year per business establishment. For a business with seating for less than 125 persons the annual fee for said extended hours license shall be retroactive to October 1, 2014 and thereafter. Such extended hours license shall permit the holder thereof to sell or offer for sale or deliver or serve or permit to be consumed upon premises of such vendor any liquors, beers or wines, regardless of alcoholic content at all hours. All such extended hours license are hereby declared to be and are regulatory in nature. Every extended hours license shall expire on September 30 of each and every year unless previously renewed by the Town Manager.

Polo Club Rebate – If the Town decides to adjust the EHL annual renewal fee, once the Code is modified some action should occur by the Town Commission to adjust their fees and fines since 2014 based on the new formula.

MICHAEL MILLER PLANNING ASSOCIATES, INC.

Land Design Municipal Planning Services Transportation Planning

**TOWN OF PEMBROKE PARK
COMMUNITY DEVELOPMENT
MEMORANDUM**

**Subject: Alcoholic Beverage Sales
 Extended Hours Licenses – Annual Fees
 Comparison of Sample Municipal Fees
 MMPA Project No. 00-1102-2018**

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7522 Wiles Road Suite B-206 Coral Springs, Florida 33067 Telephone: 954-757-9909

**Town of Pembroke Park
Alcoholic Beverage Sales
Extended Hours Licenses – Annual Fees
Comparison Table January 2020
Page 2**

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Sunrise	\$273.39	\$315 - \$630 sq. ft.	\$210 + \$315 - \$630 # seats	All Days 3AM – 7AM

For comparison purposes, we have prepared an analysis of the two businesses with EHL / Night Club licenses utilizing the other city's fee structures.

	Pemb. Park	Hall. Bch.	Hollywood	Miramar	Dania	Davie	Sunrise
Polo Club							
App. Fee	\$500	\$1,045	\$2,400	\$1,584	\$2,250	\$781	\$420
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Annual Fee	\$5,000	\$11,312	\$3,700	\$1,322	\$1,550	\$219	\$840

Michael J. Miller

To: Town Clerk
Cc: Agatha Muse-Salters; Christopher J. Ryan, Esq.; Michael Seiger, Esq.; Todd Larson
Subject: Pembroke Park - January 8 2020 TC Agenda Item - Sweeney's Car Wash
Attachments: PP TC Sweeneys Car Wash Backup Dec 31 2019.pdf

Marlen:

As per our conversation about the upcoming TC meeting attached is the suggested backup materials on the above matter.

There is a long-time bar / liquor store operating now as Sweeny's at 3200 HBB. Decades ago there was gas sales but that stopped – they removed the tanks and pumps. The Town Code allows hand car washes only at locations where the primary use is automotive related (gas stations). A few years ago this site had a hand car wash but the operation closed for a while (over 90 days) and any grandfathering was lost. The people that operate Sweeny's are not the owners of the site. A car wash operation began again with no Town permits and the Town asked them to close down – see the Town Attorney's letter. The car wash continues to operate illegally and they violate numerous Codes regulating hand car washes (signs / landscaping /etc.). The land owner / bar operator even filed a bogus police report against me for requesting compliance with the Town Codes and have threatened me and other staff. I met with Town / BSO and presented evidence to the contrary and have been totally cleared. In fact my research found criminal backgrounds of some of the people. BSO monitors the site carefully now. Since early 2018 when a complete Code violation report was done for the Sweeny's site there has been little interaction – and no compliance.

As requested attached is the suggested backup materials for this item.

Michael J. Miller, AICP
Town of Pembroke Park
Consultant Town Planner
December 31, 2019

LEASE AGREEMENT

This Lease Agreement ("Lease") is made between **BROWN JUG, INC.** ("Lessor") and **HOLLYWOOD HAND CAR WASH** ("Lessee"). Lessee hereby offers to lease from Lessor 3200 West Hallandale Beach Boulevard, Pembroke Park, Florida 33023 ("Premises") upon the following terms and conditions:

ARTICLE 1 Grant and Term

1.01 Grant. In consideration of the rents agreed to be paid and of the covenants and agreements made by the respective parties hereto, Lessor demises and leases to Lessee and Lessee hereby leases from Lessor the Premises, upon the terms and conditions herein provided, together with the right to use the above Premises subject to the terms and conditions of this Lease.

1.02 Possession. If Lessor is unable to deliver possession of the Premises at the commencement hereof, Lessor shall not be liable for any rent until possession is delivered. Lessee may terminate this Lease if possession is not delivered within thirty (30) days of the commencement of the term hereof.

1.03 Term. Subject to the terms, covenants and agreements contained herein, Lessee shall have and hold the Premises for the entire Term. Lessee shall be responsible for the performance of all terms, covenants and conditions contained in this Lease. Lessor demises the above Premises for a term of ten (10) years, commencing on Oct 1, 2007 and terminating on Sept 30, 2017, as provided herein at the annual rental of Fourteen Thousand Four Hundred Dollars (\$14,400.00), payable in equal monthly installments of One Thousand Two Hundred Dollars (\$1,200.00), increasing at the rate of three percent (3%) per year.

1.04 Option to Renew. Provided that Lessee is not in default in the performance of this Lease, Lessee shall have the option to renew the Lease for an addition term of ten (10) years, commencing at the expiration of the initial Lease term. The option shall be exercised by written notice given to Lessor not less than ninety days prior to the expiration of the initial Lease term. All of the terms and conditions of the Lease shall apply during the expiration of the initial Lease term. All of the terms and conditions of the Lease shall apply during the renewal term. The annual rent payable shall be in equal monthly installments and increases in rent shall be at three (3) percent per year.

ARTICLE 2 Use of Premises

2.01 Use. Lessee shall use and occupy the Premises for use as an Auto car wash and detailing Center only. The Premises shall be used for no other purpose. Lessor represents that the Premises may lawfully be used for such purpose. Lessee is responsible for any and all licensing (State, County, City, and other). Lessee is further responsible for any

and all disposal and/or removal of waste generated, including proper disposal of hazardous waste and providing said services. Hazardous materials may not be stored on Premises. Lessee is responsible for any and all hazardous waste generated by Lessee.

2.02 Care and Maintenance. Lessee acknowledges that the Premises are in good order and repair, unless otherwise indicated herein. Lessee shall, at his own expense and at all times, maintain the Premises in good and safe condition, including the electrical wiring, plumbing installations and any other system or equipment upon the Premises and shall surrender the same, at termination hereof, in as good condition as received. Lessee shall be responsible for all repairs required, except those repairs required to exterior walls, and structural foundations, which shall be the sole responsibility of Lessor. Lessee shall also maintain in good condition such portions adjacent to the Premises, such as sidewalks, driveways, parking areas, lawns, and shrubbery. The aforementioned regular maintenance includes removal of debris or trash in the direct vicinity of the Premises.

2.03 Personal Property on Premises. All personal property placed or moved within the Premises above described shall be at the risk of the Lessee or owner thereof, and Lessor shall not be liable for any damage to said personal property, or to the Lessee arising from the bursting or leaking of water pipes, or from any act of negligence of any co-tenant or occupants of the building or of any person whomsoever.

2.04 Alterations. Lessee shall not, without first obtaining written consent of Lessor, make any alterations, additions, or improvements, in, to, or about the Premises.

2.05 Eminent Domain. If the Premises or any part thereof or any estate therein, or any part of the building materially affecting Lessee's use of the Premises, shall be taken by eminent domain, this Lease shall terminate on the date when title vests pursuant to such taking. The rent shall be apportioned as of the termination date, and any rent paid for any period beyond that date shall be repaid to Lessee. Lessee shall not be entitled to any part of the award for such taking or any payment in lieu thereof, but Lessee may file a claim for any taking of fixtures and improvements owned by Lessee, and for moving expenses.

ARTICLE 3

Quiet Enjoyment and Lessor's Right of Entry

3.01 Quiet Enjoyment. Lessor covenants that Lessee, on paying the rent and performing Lessee's obligations under this Lease, shall peacefully and quietly have, hold and enjoy the Premises throughout the Term of the Lease without hindrance, ejection or molestation by any person lawfully claiming under Lessor, subject to the terms and provisions of this Lease and to all mortgages and ground and underlying leases of record to which this Lease may be or become subject and subordinate.

3.02 Entry and Inspection. Lessee shall permit Lessor or Lessor's agents to enter upon the Premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same, and will permit Lessor at any time within sixty (60) days prior to the

expiration of this lease, to place upon the Premises any usual "To Let" or "For Lease" signs, and permit persons desiring to lease the same to inspect the premises thereafter.

ARTICLE 4

Compliance with Law, Liens, Indemnity

4.01 Compliance with Law and Contracts. Lessee shall, at its expense, comply with and shall cause the Premises and Lessee's employees to comply with all statutes, laws, rules, orders, regulations and ordinances affecting the Premises or any part thereof, or the use thereof, at any time during the Term of the Lease. Lessee shall, at its expense, with the requirements of all policies of insurance which at any time may be in force with respect to the Premises, and with the provisions of all contracts, agreements and restrictions affecting the Premises or any part hereof or the occupancy or use thereof.

4.02 Subordination. This Lease is and shall be subordinated to all existing and future liens and encumbrances against the Premises.

4.03 Title and Covenants Against Liens. The Lessor's title is and always shall be paramount to the interest of the Lessee and nothing contained in this Lease shall empower the Lessee to do any act which can, shall or may encumber the title of the Lessor. Lessee shall have no authority or power, express or implied, to create or cause any mechanic's or materialmen's lien, charge or encumbrance of any kind against the Premises or any portion thereof and the interest of the Lessor shall not be subject to liens for improvements made by the Lessee. Lessee shall cause any such liens that may, at any time, have arisen by reason of, and/or been filed in connection with, any work claimed to have been undertaken by or through Lessee to be released by payment, bonding or otherwise within thirty (30) days following the date of filing thereof, and Lessee shall indemnify Lessor against losses arising out of any such claim (including, without limitation, legal fees and court costs). Should a Notice of Commencement be filed in the public records for work by or on behalf of Lessee, then Lessee shall be responsible for having a corresponding Notice of Termination recorded in the county which the Premises is located. If any such lien shall so attach and if Lessee shall fail, within thirty (30) days following the date of filing thereof, to pay and remove same or to provide Lessor with a bond from a company satisfactory to Lessor insuring against loss from the existence or attempted enforcement of such lien, within thirty (30) days Lessor, at its election, may pay and satisfy the same and in such event the sums so paid by Lessor, with interest from the date of payment at the rate five (5) percent, for amounts owed Lessor by Lessee, shall be deemed to be Additional Rent due and payable by Lessee at once without notice or demand.

4.04 Indemnification of Lessor. Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised Premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claims for damages, no matter how caused.

4.05 Heirs, Assigns, Successors. This Lease is binding upon and inures to the benefit of the heirs, assigns and successors in interest to the parties.

ARTICLE 5

Utilities

5.01 Utilities. All applications and connections for necessary utility services on the demised Premises shall be made in the name of Lessor only, and Lessee shall not be liable for utility charges as they become due, including those for sewer, water, gas, electricity, and telephone services.

ARTICLE 6

Real Property Taxes

6.01 Real Property Taxes. Lessee shall not be liable for payment of any real property taxes assessed by the municipal or county authorities against the leased premises.

ARTICLE 7

Insurance

7.01 Insurance. Lessee, at its expense, shall maintain public liability and business liability insurance, including bodily injury and property damage, insuring Lessee and Lessor with minimum coverage as follows: minimum of \$1,000,000.00. Lessee shall provide Lessor with a Certificate of insurance showing Lessor as additional insured. Lessee shall provide Lessor with a Certificate of Insurance as it relates to business liability. The Certificate shall provide for a ten-day written notice to Lessor in the event of cancellation or material change of coverage. To the maximum extent permitted by insurance policies which may be owned by Lessor or Lessee, Lessee and Lessor, for the benefit of each other, waive any and all rights of subrogation which might otherwise exist.

ARTICLE 8

Assignment and Subletting

8.01 Assignment and Subletting. Lessee shall not assign this Lease or sublet any portion of the Premises without prior written consent of the Lessor, which shall not be unreasonably withheld. Any such assignment or subletting without consent shall be void and, at the option of the Lessor, may terminate the Lease. Lessor further retains right of first refusal in the instance Lessee intends to sell its business, which as part of its assets, includes the present Lease.

ARTICLE 9

Damage or Destruction

9.01 Destruction of Premises. In the event of a partial destruction of the Premises during the term hereof, from any cause, Lessee shall forthwith repair the same, provided

that such repairs can be made within sixty (60) days under existing governmental laws and regulations, but such partial destruction shall not terminate this Lease, except that Lessee shall be entitled to a proportionate reduction of rent while repairs are being made, based upon the extent to which the making of such repairs shall interfere with the business of Lessee on the premises. If such repairs cannot be made within said sixty (60) days, Lessee, at his option, may make the same within reasonable time, this Lease continuing in effect with the rent proportionally abated as aforesaid, and in the event that Lessor shall not elect to make such repairs which cannot be made within sixty (60) days, this Lease may be terminated at the option of either party. In the event that the building in which the demised Premises may be situated is destroyed to an extent of not less than one-third of the replacement costs thereof, Lessee may elect to terminate this Lease whether the demised Premises be injured or not. A total destruction of the building in which the Premises may be situated shall terminate this Lease.

ARTICLE 10

Default

10.01 Lessor's Remedies on Default. If Lessee defaults in the payment of rent, or any additional rent, or defaults in the performance of any of the other covenants or conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure any such default within five (5) days, after the giving of such notice (or if such other default is of such nature that it cannot be completely cured within such period, if Lessee does not commence such curing within such five (5) days and hereafter proceed with reasonable diligence and in good faith to cure such default), then Lessor may terminate this Lease on not less than five (5) days notice to Lessee. On the date specified in such notice the term of this Lease shall terminate, and Lessee shall then quit and surrender the Premises to Lessor, but Lessee shall remain liable as hereinafter provided. If this Lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the Premises by any lawful means and remove Lessee or other occupants and their effects. No failure to enforce any term shall be deemed a waiver.

ARTICLE 11

Subordination, Non-Disturbance and Attornment Agreement

11.01 Subordination; Nondisturbance; Attornment. This Lease is and shall be and remain, as applicable, subject and subordinate to all ground or underlying leases and to any Mortgage(s) which may now or hereafter affect such leases or the Land and to all renewals, modifications, consolidations, replacements and extensions thereof. This subordination shall be self-operative; however, in confirmation thereof, Lessee shall execute and deliver to Lessor within ten days after Lessor's request any instrument that does not contradict the terms of this Lease that Lessor or any Mortgagee may request confirming such subordination. Before any foreclosure sale under a Mortgage, or any deed in lieu thereof, the Mortgagee shall have the right to subordinate the Mortgage to this Lease and, in the event of a foreclosure, or any deed in lieu thereof, this Lease may continue in full force and effect and Lessee shall attorn to and recognize as its Lessor the

purchaser of Lessor's interest under this Lease. Tenant shall, upon the request of a Mortgagee or purchaser at foreclosure, or any deed in lieu thereof, execute, acknowledge and deliver any instrument that does not contradict the terms of this Lease that has for its purpose and effect the subordination of the lien of any Mortgagee to this Lease or Lessee's attornment to such Purchaser; provided, however, that said Mortgagee or purchaser recognizes this Lease and Lessee's right to possess the Premises for so long as the Lessee is not in default under this Lease beyond any applicable cure period.

ARTICLE 12

Security Deposit

12.01 Security Deposit. Lessee shall not be required to deposit with Lessor on the signing of this Lease any sum as security for the performance of Lessee's obligations under this Lease, including without limitation the surrender of possession of the Premises to Lessor as herein provided.

ARTICLE 13

General Provisions

13.01 Waiver. No failure of Lessor to enforce any term hereof shall be deemed to be a waiver.

13.02 Notices. Any notice which either party may or is required to give, shall be furnished by mailing the same, United States Postal Service or commercial carrier, postage prepaid, to Lessee at the Premises or Lessor at the address specified above or at such other places as may be designated by the parties from time to time.

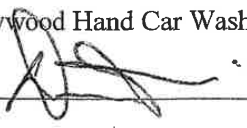
13.03 Radon Gas Disclosure. As required by law, Lessor makes the following disclosure: "Radon Gas" is a naturally occurring radioactive gas that, when it has accumulated in a building in sufficient quantities, may present health risks to persons who are exposed to it over time. Levels of radon that exceed federal and state guidelines have been found in buildings. Additional information regarding radon and radon testing may be obtained from your county public health unit.

13.04 Attorney's Fees. In case suit should be brought for recovery of the Premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the Premises, by either party, the prevailing party shall be entitled to all costs incurred in connection with such action, including reasonable attorney's fees whether statutory or not.

13.05 Entire Agreement. The foregoing constitutes the entire agreement between the parties and may be modified only by a writing specifically designated as an addendum to this Lease or designated as altering this Lease as agreed to and signed by both parties.

Lessee:

Hollywood Hand Car Wash

By: 

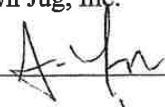
Print Name: DAVID RASS

Title: _____

Date: 10/16/07

Lessor:

Brown Jug, Inc.

By: 

Print Name: JASON GEORGE

Title: _____

Date: 10/16/07



Public Works Department / Water and Wastewater Services / Fiscal Operations
2555 West Copans Road • Pompano Beach, Florida 33069 • 954-831-3250 • FAX 954-831-0789

WELCOME TO BROWARD COUNTY WATER AND WASTEWATER SERVICES

05/16/2014

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712

Service Address: 3200 HALLANDALE BCH
BLVD Pembroke Park, FL
Customer Number: 33023-5727
Premise Number: 3204207 153059

Dear Service Customer:

Welcome to Broward County Water and Wastewater Services! We are committed to providing outstanding customer service. Your first bill is enclosed. Your account deposit is based upon the types of utility services provided. Deposits are required for all accounts, and will be held by the utility until the account is closed and the final account bill is processed.

Water and Wastewater Services' schedule of fees and charges is available on our website at **www.broward.org/waterservices**. For some municipalities, Broward County provides billing services for their garbage and /or storm water charges. If this utility bills you for municipal garbage and/or storm water services provided to your property, those charges will appear on your bill. For questions regarding these services, please contact your municipality for resolution.

Broward County Water and Wastewater Services operates two (2) full service and payment locations, open Monday through Friday (excluding holidays) at:

2555 West Copans Road
Pompano Beach
Office hours: 8:00 am – 5:00 pm

3701 North State Road 7 (441)
Lauderdale Lakes
Office hours: 8:00 am – 4:30 pm

Additional Global Express payment centers are available for our water service customers, located throughout Broward County. For 24-hour customer access to their locations, as well as additional customer service information, visit our website at **www.broward.org/waterservices**. Or a professional Customer Service Representative will assist you by telephone at **(954) 831-3250** during regular business hours.

Broward County Board of County Commissioners
www.broward.org



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	6394162	05/14/14 - 06/14/14		06/17/2014		07/07/2014	\$812.60
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	6	1060	1078	18

NEWS & NOTES	
*** ***Offices will be closed July 4, 2014 for Independence Day. ****New emergency notification services! Sign up required at https://alertregistration.com/Brow ***Attn RESIDENTIAL WATER customers! \$100 Toilet Credit! www.broward.org/waterservices ***The payment address is PO Box 669300, Pompano Beach, FL 33066-9300.	BALANCE LAST BILL \$568.42 PAYMENTS/CREDITS (\$0.00) =====
	PAST DUE / (CREDIT) \$568.42
	CURRENT CHARGES
	CUST. ACCT FEE \$4.14 WATER \$79.12 STORMWATER \$153.00 TAX \$7.92 =====
	PAY THIS AMOUNT \$812.60

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$812.60

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



000 3204207 00153059 0016 0000081260



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	6333172	04/12/14 - 05/14/14		05/16/2014	06/05/2014	\$568.42
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	8	1028	1060	32

NEWS & NOTES	
*** ***Offices closed Monday 5/26 for Memorial holiday. ***New emergency notification services! Sign up required at https://alertregistration.com/Broward ***Attn RESIDENTIAL WATER customers! \$100 Toilet Credit! www.broward.org/waterservices ***The payment address is PO Box 669300, Pompano Beach, FL 33066-9300.	BALANCE LAST BILL \$0.00 PAYMENTS/CREDITS (\$0.00) =====
	PAST DUE / (CREDIT) \$0.00
	CURRENT CHARGES
	CUST. ACCT FEE \$4.14 WATER \$169.34 STORMWATER \$153.00 TAX \$16.94 DEPOSIT BILLED \$50.00 DISCONNECTION FEE \$25.00 NEW CONNECTION FEE \$25.00 RECONNECTION FOR SERVICE 1 \$25.00 TAMPERING FEE \$100.00 =====
	PAY THIS AMOUNT \$568.42
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$568.42

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



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Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	6455202	06/14/14 - 07/15/14	07/17/2014	08/06/2014	\$494.84	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	6	1078	1083	5

NEWS & NOTES	
*** ****New emergency notification services! Sign up required at https://alertregistration.com/Brow ***Attn RESIDENTIAL WATER customers! \$100 Toilet Credit! www.broward.org/waterservices ***The payment address is PO Box 669300, Pompano Beach, FL 33066-9300.	BALANCE LAST BILL \$812.60 PAYMENTS/CREDITS (\$568.42) ===== PAST DUE / (CREDIT) \$244.18 ===== CURRENT CHARGES CUST. ACCT FEE \$4.14 WATER \$34.01 STORMWATER \$153.00 TAX \$3.41 LATE FEE \$6.10 DISCONNECTION FEE \$25.00 RECONNECTION FOR SERVICE 1 \$25.00 ===== PAY THIS AMOUNT \$494.84

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$494.84

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



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Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	6516042	07/15/14 - 08/14/14		08/18/2014		09/07/2014	\$690.31
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	7	1083	1085	2

NEWS & NOTES	
*** ***LAUDERDALE LAKES CUSTOMER SERVICE OFFICE IS MOVING AUGUST 25, 2014 TO NEW LOCATION AT 4000 N. STATE RD 7, SUITE 101, LAUDERDALE LAKES 33309 ***RESIDENTIAL WATER CUSTOMERS! \$100 Toilet Credit! www.broward.org/waterservices	BALANCE LAST BILL \$494.84 PAYMENTS/CREDITS (\$0.00) =====
	PAST DUE / (CREDIT) \$494.84
	CURRENT CHARGES
	CUST. ACCT FEE \$4.14
	WATER \$23.60
	STORMWATER \$153.00
	TAX \$2.36
	LATE FEE \$12.37
	=====
	PAY THIS AMOUNT \$690.31

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$690.31

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



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3204207

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**Broward County
Public Works Department
WATER AND WASTEWATER SERVICES**

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	6821382	12/12/14 - 01/14/15	01/16/2015	02/05/2015	\$209.02	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	36	1085	1086	1

NEWS & NOTES	
*** ***Offices closed Monday 01/19 for Martin Luther King Jr.'s Day. ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD! Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing!Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM and request "electronic billing".	BALANCE LAST BILL \$1,631.37 PAYMENTS/CREDITS (\$1,631.42) ===== PAST DUE / (CREDIT) (\$0.05) CURRENT CHARGES CUST. ACCT FEE \$4.19 WATER \$20.26 STORMWATER \$157.59 TAX \$2.03 RECONNECTION FOR SERVICE 1 \$25.00 ===== PAY THIS AMOUNT \$209.02
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$209.02

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



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Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	6884481	01/14/15 - 02/12/15		02/17/2015		03/09/2015	\$402.28
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	29	1086	1088	2

NEWS & NOTES																											
*** ***Office closed Monday 16 for President's Day. ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD! Download the authorization form at www.broward.org/waterservices and return it with a voided check with your next payment. ***Sign up for e-billing! Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM.	<table><tr><td>BALANCE LAST BILL</td><td>\$209.02</td></tr><tr><td>PAYMENTS/CREDITS</td><td>(\$0.00)</td></tr><tr><td colspan="2">=====</td></tr><tr><td>PAST DUE / (CREDIT)</td><td>\$209.02</td></tr><tr><td colspan="2">=====</td></tr><tr><td>CURRENT CHARGES</td><td></td></tr><tr><td>CUST. ACCT FEE</td><td>\$4.19</td></tr><tr><td>WATER</td><td>\$23.86</td></tr><tr><td>STORMWATER</td><td>\$157.59</td></tr><tr><td>TAX</td><td>\$2.39</td></tr><tr><td>LATE FEE</td><td>\$5.23</td></tr><tr><td colspan="2">=====</td></tr><tr><td>PAY THIS AMOUNT</td><td>\$402.28</td></tr></table>	BALANCE LAST BILL	\$209.02	PAYMENTS/CREDITS	(\$0.00)	=====		PAST DUE / (CREDIT)	\$209.02	=====		CURRENT CHARGES		CUST. ACCT FEE	\$4.19	WATER	\$23.86	STORMWATER	\$157.59	TAX	\$2.39	LATE FEE	\$5.23	=====		PAY THIS AMOUNT	\$402.28
BALANCE LAST BILL	\$209.02																										
PAYMENTS/CREDITS	(\$0.00)																										
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PAST DUE / (CREDIT)	\$209.02																										
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CURRENT CHARGES																											
CUST. ACCT FEE	\$4.19																										
WATER	\$23.86																										
STORMWATER	\$157.59																										
TAX	\$2.39																										
LATE FEE	\$5.23																										
=====																											
PAY THIS AMOUNT	\$402.28																										

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$402.28

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



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3204207

00153059 0013 0000040228



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	6942690	02/12/15 - 03/13/15	03/17/2015	04/06/2015	\$390.08	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	31	1088	1091	3

NEWS & NOTES	
*** ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD! Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing!Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM and request "electronic billing".	BALANCE LAST BILL PAYMENTS/CREDITS ===== PAST DUE / (CREDIT) CURRENT CHARGES CUST. ACCT FEE WATER STORMWATER TAX LATE FEE PAY THIS AMOUNT \$402.28 (\$209.02) ===== \$193.26 \$4.19 \$27.46 \$157.59 \$2.75 \$4.83 ===== \$390.08

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$390.08

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
9200 S DADELAND BLVD STE 410
MIAMI, FL 33156-2712



000 3204207 00153059 0011 0000039008



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7004659	03/13/15 - 04/13/15		04/15/2015	05/05/2015	\$417.49
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	33	1091	1100	9

NEWS & NOTES																									
*** ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD! Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing!Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM and request "electronic billing".	<table><tr><td>BALANCE LAST BILL</td><td>\$390.08</td></tr><tr><td>PAYMENTS/CREDITS</td><td>(\$193.26)</td></tr><tr><td colspan="2">=====</td></tr><tr><td>PAST DUE / (CREDIT)</td><td>\$196.82</td></tr><tr><td colspan="2">CURRENT CHARGES</td></tr><tr><td>CUST. ACCT FEE</td><td>\$4.19</td></tr><tr><td>WATER</td><td>\$49.06</td></tr><tr><td>STORMWATER</td><td>\$157.59</td></tr><tr><td>TAX</td><td>\$4.91</td></tr><tr><td>LATE FEE</td><td>\$4.92</td></tr><tr><td colspan="2">=====</td></tr><tr><td>PAY THIS AMOUNT</td><td>\$417.49</td></tr></table>	BALANCE LAST BILL	\$390.08	PAYMENTS/CREDITS	(\$193.26)	=====		PAST DUE / (CREDIT)	\$196.82	CURRENT CHARGES		CUST. ACCT FEE	\$4.19	WATER	\$49.06	STORMWATER	\$157.59	TAX	\$4.91	LATE FEE	\$4.92	=====		PAY THIS AMOUNT	\$417.49
BALANCE LAST BILL	\$390.08																								
PAYMENTS/CREDITS	(\$193.26)																								
=====																									
PAST DUE / (CREDIT)	\$196.82																								
CURRENT CHARGES																									
CUST. ACCT FEE	\$4.19																								
WATER	\$49.06																								
STORMWATER	\$157.59																								
TAX	\$4.91																								
LATE FEE	\$4.92																								
=====																									
PAY THIS AMOUNT	\$417.49																								

PAST DUE

PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$417.49

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0011 0000041749



**Broward County
Public Works Department
WATER AND WASTEWATER SERVICES**

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7066251	04/13/15 - 05/13/15		05/15/2015		06/04/2015	\$244.71
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE	
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	32	1100	1110	10	

NEWS & NOTES	
*** ***Offices closed Monday 5/25 for Memorial holiday. ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD! Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing! Want to save paper? Contact us at 954-831-3250 Monday to Friday 8:30 AM to 4:45 PM and request "electronic billing".	BALANCE LAST BILL \$417.49 PAYMENTS/CREDITS (\$567.49) ===== PAST DUE / (CREDIT) (\$150.00) CURRENT CHARGES CUST. ACCT FEE \$4.19 WATER \$52.66 STORMWATER \$157.59 TAX \$5.27 DISCONNECTION FEE \$50.00 RECONNECTION FOR SERVICE 1 \$25.00 TAMPERING FEE \$100.00 ===== PAY THIS AMOUNT \$244.71
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$244.71

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300



000 3204207 00153059 0011 0000024471



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7127617	05/13/15 - 06/12/15		06/16/2015	07/06/2015	\$211.79
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	18	1110	1118	8

NEWS & NOTES	
*** ***Offices will be closed July 3, 2015 for Independence Day. ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD!Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing!Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM and request "electronic billing".	BALANCE LAST BILL PAYMENTS/CREDITS ===== \$244.71 (\$244.71) PAST DUE / (CREDIT) \$0.00 CURRENT CHARGES CUST. ACCT FEE \$4.19 WATER \$45.46 STORMWATER \$157.59 TAX \$4.55 ===== PAY THIS AMOUNT \$211.79
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$211.79

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000

3204207

00153059 0012 0000021179



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	7188862	06/12/15 - 07/16/15	07/17/2015	08/06/2015	\$219.71	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	5	1118	1128	10

NEWS & NOTES	
*** ***Sign up for Direct Debit(DD)! Avoid late payments and service interruption with DD!Download the authorization form at www.broward.org/waterservices and return along with a voided check with your next payment. ***Sign up for e-billing!Want to save paper? Contact Customer Service at 954-831-3250 Monday to Friday from 8:30 AM to 4:45 PM and request "electronic billing".	BALANCE LAST BILL \$211.79 PAYMENTS/CREDITS (\$211.79) =====
	PAST DUE / (CREDIT) \$0.00
	CURRENT CHARGES
	CUST. ACCT FEE \$4.19
	WATER \$52.66
	STORMWATER \$157.59
	TAX \$5.27
	=====
	PAY THIS AMOUNT \$219.71
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$219.71

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0012 0000021971



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	7250422	07/16/15 - 08/14/15	08/17/2015	09/06/2015	\$225.75	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	2	1128	1137	9

NEWS & NOTES																									
*****NOTICE is hereby given by the Board of County Commissioners of Broward County, pursuant to Section 180.136, Florida Statutes that said Board at 5:01 p.m. on Thursday, September 17, 2015 at the Broward County Governmental Center, 115 South Andrews Avenue, Room 422, Fort Lauderdale, FL 33301, intends to consider adoption of a resolution amending rates.																									
***Offices will be closed Monday 9/7 for Labor Day.																									
	<table><tr><td>BALANCE LAST BILL</td><td>\$219.71</td></tr><tr><td>PAYMENTS/CREDITS</td><td>(\$219.71)</td></tr><tr><td>=====</td><td>=====</td></tr><tr><td>PAST DUE / (CREDIT)</td><td>\$0.00</td></tr><tr><td>CURRENT CHARGES</td><td></td></tr><tr><td>CUST. ACCT FEE</td><td>\$4.19</td></tr><tr><td>WATER</td><td>\$49.06</td></tr><tr><td>STORMWATER</td><td>\$157.59</td></tr><tr><td>TAX</td><td>\$4.91</td></tr><tr><td>BACKFLOW RE-CERTIFICATION</td><td>\$10.00</td></tr><tr><td>=====</td><td>=====</td></tr><tr><td>PAY THIS AMOUNT</td><td>\$225.75</td></tr></table>	BALANCE LAST BILL	\$219.71	PAYMENTS/CREDITS	(\$219.71)	=====	=====	PAST DUE / (CREDIT)	\$0.00	CURRENT CHARGES		CUST. ACCT FEE	\$4.19	WATER	\$49.06	STORMWATER	\$157.59	TAX	\$4.91	BACKFLOW RE-CERTIFICATION	\$10.00	=====	=====	PAY THIS AMOUNT	\$225.75
BALANCE LAST BILL	\$219.71																								
PAYMENTS/CREDITS	(\$219.71)																								
=====	=====																								
PAST DUE / (CREDIT)	\$0.00																								
CURRENT CHARGES																									
CUST. ACCT FEE	\$4.19																								
WATER	\$49.06																								
STORMWATER	\$157.59																								
TAX	\$4.91																								
BACKFLOW RE-CERTIFICATION	\$10.00																								
=====	=====																								
PAY THIS AMOUNT	\$225.75																								
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE																									

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$225.75

AMOUNT PAID: _____

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300



000 3204207 00153059 0010 0000022575



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7311939	08/14/15 - 09/16/15		09/17/2015		10/07/2015	\$219.71
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	0	1137	1147	10

NEWS & NOTES	
*****NOTICE is hereby given by the Board of County Commissioners of Broward County, pursuant to Section 180.136, Florida Statutes that said Board at 5:01 p.m. on Thursday, September 17, 2015 at the Broward County Governmental Center, 115 South Andrews Avenue, Room 422, Fort Lauderdale, FL 33301, intends to consider adoption of a resolution amending rates.	
	BALANCE LAST BILL \$225.75 PAYMENTS/CREDITS (\$225.75) =====
	PAST DUE / (CREDIT) \$0.00 =====
	CURRENT CHARGES
	CUST. ACCT FEE \$4.19 WATER \$52.66 STORMWATER \$157.59 TAX \$5.27 =====
	PAY THIS AMOUNT \$219.71
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$219.71

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0012 0000021971



Public Works Department / Water and Wastewater Services / Business Operations
2555 West Copans Road • Pompano Beach, Florida 33069 • 954-831-3250 • FAX 954-831-0789

NOTICE OF ESTIMATED BILL

09/17/2015

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD PEMBROKE PARK
FL 33023-5727

Service Address: 3200 HALLANDALE BCH BLVD
Pembroke Park, FL 33023-5727
Customer Number: 3204207
Premise Number: 153059

Dear Water Service Customer:

A routine analysis of our records concerning your water/wastewater account indicate our meter reading personnel have not been able to access our water meter for the past two billing periods. Current meter readings are vital to our ability to render an accurate bill and identify any unexplained usage.

Please contact our office to report your current meter reading or arrange an appointment with our meter reading section to have your meter read properly. Failure to do so may result in future estimated bills with increased monthly usage.

Broward County Water and Wastewater Services operates two (2) full service and payment locations, open Monday through Friday (excluding holidays) at:

2555 West Copans Road
Pompano Beach
Office hours: 8:00 am – 5:00 pm
4000 North State Road 7 (441), Suite 101
Lauderdale Lakes
Office hours: 8:00 am – 4:30 pm

Additional Global Express payment centers are available for our water service customers, located throughout Broward County. For 24-hour customer access to their locations, as well as additional customer service information, visit our website at www.broward.org/waterservices. Or a Professional Customer Service Representative will assist you by telephone at (954) 831-3250 during regular business hours.



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7373704	09/16/15 - 10/14/15		10/16/2015		11/05/2015	\$206.18
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	0	1147	1153	6

NEWS & NOTES	
*****NOTICE is hereby given by the Board of County Commissioners of Broward County, pursuant to Section 180.136, Florida Statutes that said Board at 5:01 p.m. on Thursday, September 17, 2015 at the Broward County Governmental Center, 115 South Andrews Avenue, Room 422, Fort Lauderdale, FL 33301, intends to consider adoption of a resolution amending rates.	BALANCE LAST BILL \$219.71 PAYMENTS/CREDITS (\$219.71) ===== PAST DUE / (CREDIT) \$0.00 CURRENT CHARGES CUST. ACCT FEE \$4.24 WATER \$40.31 STORMWATER \$157.59 TAX \$4.04 ===== PAY THIS AMOUNT \$206.18
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$206.18

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0013 0000020618



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD	STATEMENT DATE	CURRENT CHARGES DUE DATE	AMOUNT DUE	
3204207	7435512	10/14/15 - 11/12/15	11/16/2015	12/06/2015	\$238.94	
SERVICE ADDRESS		METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727		71095964	0	1153	1162	9

NEWS & NOTES	
*** ***Offices closed Thursday 11/26 and Friday 11/27 for Thanksgiving holiday.. ***New rates effective October 1, 2015. Information on rates at www.broward.org/waterservices . ***RESIDENTIAL WATER CUSTOMERS! \$100 Toilet Credit! www.broward.org/waterservices .	BALANCE LAST BILL PAYMENTS/CREDITS ===== PAST DUE / (CREDIT) (\$0.08) CURRENT CHARGES CUST. ACCT FEE \$4.28 WATER \$64.41 STORMWATER \$163.88 TAX \$6.45 ===== PAY THIS AMOUNT \$238.94
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE	

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$238.94

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0012 0000023894



Broward County
Public Works Department
WATER AND WASTEWATER SERVICES

Customer Service
(954) 831-3250
www.broward.org/waterservices

CUSTOMER NUMBER	STATEMENT NUMBER	SERVICE PERIOD		STATEMENT DATE		CURRENT CHARGES DUE DATE	AMOUNT DUE
3204207	7497172	11/12/15 - 12/11/15		12/15/2015		01/04/2016	\$239.02
SERVICE ADDRESS			METER NO.	USAGE LAST YEAR	LAST READ	CURRENT READ	USAGE
3200 HALLANDALE BCH BLVD Pembroke Park, FL 33023-5727			71095964	0	1162	1171	9

NEWS & NOTES																							
*** ***Offices closed Friday 12/25 and for Christmas Holiday and Friday 01/01 for New Year's Day. ***RESIDENTIAL WATER CUSTOMERS! \$100 Toilet Credit! www.broward.org/waterservices	<table> <tr> <td>BALANCE LAST BILL</td> <td align="right">\$238.94</td> </tr> <tr> <td>PAYMENTS/CREDITS</td> <td align="right">(\$238.94)</td> </tr> <tr> <td>=====</td> <td>=====</td> </tr> <tr> <td>PAST DUE / (CREDIT)</td> <td align="right">\$0.00</td> </tr> <tr> <td>CURRENT CHARGES</td> <td></td> </tr> <tr> <td>CUST. ACCT FEE</td> <td align="right">\$4.28</td> </tr> <tr> <td>WATER</td> <td align="right">\$64.41</td> </tr> <tr> <td>STORMWATER</td> <td align="right">\$163.88</td> </tr> <tr> <td>TAX</td> <td align="right">\$6.45</td> </tr> <tr> <td></td> <td align="right">=====</td> </tr> <tr> <td>PAY THIS AMOUNT</td> <td align="right">\$239.02</td> </tr> </table>	BALANCE LAST BILL	\$238.94	PAYMENTS/CREDITS	(\$238.94)	=====	=====	PAST DUE / (CREDIT)	\$0.00	CURRENT CHARGES		CUST. ACCT FEE	\$4.28	WATER	\$64.41	STORMWATER	\$163.88	TAX	\$6.45		=====	PAY THIS AMOUNT	\$239.02
BALANCE LAST BILL	\$238.94																						
PAYMENTS/CREDITS	(\$238.94)																						
=====	=====																						
PAST DUE / (CREDIT)	\$0.00																						
CURRENT CHARGES																							
CUST. ACCT FEE	\$4.28																						
WATER	\$64.41																						
STORMWATER	\$163.88																						
TAX	\$6.45																						
	=====																						
PAY THIS AMOUNT	\$239.02																						
PAST DUE ACCOUNTS SUBJECT TO IMMEDIATE TERMINATION WITHOUT FURTHER NOTICE																							

This Bill is Due When Rendered

PLEASE RETURN THIS REMITTANCE STUB WITH YOUR PAYMENT

Customer Number: 3204207

Please do not staple stub & payment together

Amount Due: \$239.02

AMOUNT PAID: _____

Make checks payable to:
WWS
P.O. Box 669300
Pompano Beach FL 33066-9300

BSD REALTY HOLDINGS LLC
3200 HALLANDALE BEACH BLVD
PEMBROKE PARK, FL 33023-5727



000 3204207 00153059 0012 0000023902

Sent
9/28/14.

Town of Pembroke Park • 3150 SW 52 Avenue • Pembroke Park, FL 33023
Business Tax Department • (954) 966-4600 ext. 214

DON'T FORGET TO RENEW ! AVOID PENALTIES PAY BY SEPT. 30TH!!

The Annual Billing Statement for 2014-2015 (Oct 1st - Sep 30th) includes one or more of the following fees:
business tax receipt, alarm registration, certificate of use, sign(s), and/or outstanding/unpaid fees.

Total Due: \$104.50 Your Account #: 125105-

Mail or bring in the following: Check or Money Order Only - include your account number
If required, a copy of your state certificate / license / registration.

**PENALTIES AFTER SEPT 30th - OCT 1st - 10%, NOV 1st - 15%, DEC 1st - 20%, JAN 1st - 25%
PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st - ADDITIONAL PENALTY OF \$250.00**

Town of Pembroke Park • 3150 SW 52 Avenue • Pembroke Park, FL 33023
Business Tax Department • (954) 966-4600 ext. 214

DON'T FORGET TO RENEW ! AVOID PENALTIES PAY BY SEPT. 30TH!!

The Annual Billing Statement for 2014-2015 (Oct 1st - Sep 30th) includes one or more of the following fees:
business tax receipt, alarm registration, certificate of use, sign(s), and/or outstanding/unpaid fees.

Total Due: \$462.50 Your Account #: 125103-

Mail or bring in the following: Check or Money Order Only - include your account number
If required, a copy of your state certificate / license / registration.

**PENALTIES AFTER SEPT 30th - OCT 1st - 10%, NOV 1st - 15%, DEC 1st - 20%, JAN 1st - 25%
PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st - ADDITIONAL PENALTY OF \$250.00**

01-

10063

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME		ADDRESS		CITY, STATE, ZIP	
AB Car Wash Supplies		954 - 274 - 9846		5/12/14	
SOLD BY		CASH	C.O.D.	CHARGE	ON ACCT.
QUANTITY		DESCRIPTION		PRICE	AMOUNT
1	10	Spongy			10.00
2	1	Wash Wax Soap			40.00
3	1	Degreaser			25.00
4					75.00
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

PAID

RECEIVED BY: Mick Steve

KEEP THIS SLIP FOR REFERENCE

01-11

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME		ADDRESS		CITY, STATE, ZIP	
AB Car Wash Supplies		954 - 274 - 9846		4/16/14	
SOLD BY		CASH	C.O.D.	CHARGE	ON ACCT.
QUANTITY		DESCRIPTION		PRICE	AMOUNT
1		Blue Magic			70.00
2		Thick Silicone			25.00
3		Paper Mats			13.00
4		New Car			31.00
5					106.00
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

PAID

RECEIVED BY:

KEEP THIS SLIP FOR REFERENCE

01-11

299942

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME		Q8 Car Wash Supplies		9/13/14	
ADDRESS					
CITY, STATE, ZIP					
954-274-9846					
SOLD BY		CASH	C.O.D.	CHARGE	ON ACCT.
QUANTITY		DESCRIPTION		PRICE	AMOUNT
1	1	Wash wax Soap			40.00
2	1	Orange mats			2.00
3	1	New Car			3.00
4					5.00
5					
6					
7					
8					
9					
10					
11					
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13					
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15					
16					
17					
18					

RECEIVED BY

Q8 ID 017

KEEP THIS SLIP FOR REFERENCE

CUSTOMER'S ORDER NO.		DEPARTMENT		DATE	
NAME		Q8 Car Wash Supplies		6/16/14	
ADDRESS					
CITY, STATE, ZIP					
954-274-9846					
SOLD BY		CASH	C.O.D.	CHARGE	ON ACCT.
QUANTITY		DESCRIPTION		PRICE	AMOUNT
1	1	Blue magic			12.00
2	1	Blue sponge			8.00
3	1	New Car			3.00
4	10	Spray			10.00
5	1	Orange mats			3.00
6					99.00
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					

RECEIVED BY

Q8 ID 017

KEEP THIS SLIP FOR REFERENCE

CUSTOMER'S ORDER NO.

DEPARTMENT

DATE

NAME

Q8 Car Wash Supplies

ADDRESS

CITY, STATE, ZIP

954 - 274 - 9846

SOLD BY

CASH

C.O.D.

CHARGE

ON ACCT.

MISE. RETD.

PAID OUT

QUANTITY

DESCRIPTION

PRICE

AMOUNT

1

thick silicone

25.00

1

Blue magic

20.00

1

wash wax soap

40.00

1

new car

3.00

1

degreaser

25.00

83

CUSTOMER'S ORDER NO.

DEPARTMENT

DATE

NAME

Q8 Car Wash Supplies

ADDRESS

CITY, STATE, ZIP

954 - 274 - 9846

SOLD BY

CASH

C.O.D.

CHARGE

ON ACCT.

MISE. RETD.

PAID

QUANTITY

DESCRIPTION

PRICE

AMOUNT

1

cluster brown

16

1

Blue sponge

8

1

new car

3

1

pore mats

8

Hand Car Wash

1/20/21

Car Type	In	Out	Wax	Shampoo	Price	paid
Suburban	✓	✓	✓	✓	95	✓
Buick		✓			20	✓
Toyota	✓	✓			15	✓
Nissan		✓	✓		40	✓
Camery	✓	✓			15	✓

\$1.85

cars	in	out	wax	shampoo	Price	Aid
adon Accord		✓			\$ 10	✓
ge	✓	✓			\$ 25	✓
skylark		✓			\$ 10	✓
adon civic	✓	✓			\$ 15	✓
adon Accord	✓	✓			\$ 15	✓
di	✓	✓			\$ 15	✓
corry sub		✓			\$ 15	✓
Suburban	✓	✓			\$ 20	✓
V		✓			\$ 15	✓
inity		✓			\$ 10	✓
6		✓			\$ 10	✓
ary		✓			\$ 10	✓
stang		✓			\$ 10	✓
palce	✓	✓			\$ 15	✓
issan	✓	✓			\$ 15	✓
n2		✓			\$ 10	✓
elix's		✓			\$ 10	✓

02/01/14

\$230

CARS	In	Out	Wax	Hallandale Hand Shampoo	Corn Wash Other	price	paid
1 Lincoln		✓				\$10.00	✓
2 Camry	✓	✓				\$15	✓
3 Camry	✓	✓				\$15	✓
4 Tahoe	✓	✓				\$85	✓
5 Lexus SUV		✓				\$15	✓
6 Caddy		✓				\$10	✓
7 Geo Prizm		✓				\$10	✓
8 Galant	✓	✓				\$15	✓
9 Exterra	✓	✓				\$20	✓
10 Benz	✓	✓				\$15	✓
11 Honda	✓	✓				\$15	✓
12 Mitsubishi	✓	✓				\$20	✓
13 Camry	✓	✓				\$15	✓
14 solstis						CARD	✓
15 mini		✓				\$10	✓
16 Impala	✓	✓				\$15	✓
17 Saturn		✓				\$10	✓
18 Seabring	✓	✓				\$15	✓
19 Camaro		✓				\$10	✓
20 Setra	✓	✓				\$15	✓
21							
22							
23							
24							
25							
26							
27							
28							
29							

02/03/14

\$335

Car	in	out	Shampoo	other	price	paid
sebring		✓			10	✓
Lincoln	✓	✓			15	✓
maxima		✓			10	✓
Hundi	✓	✓			15	✓
Von Cheyler	✓	✓			20	✓
Bike					10	✓
ford		✓			10	✓
02/04/14						
\$90						

	in carmax	Shampoo	Other	Price	Paid
Van	✓		wet vac 1 seat	5	✓
Pathfinder ^{SE}	✓	✓		20	✓
X5	✓	✓		20	✓
Altima		✓		10	✓
Caddi	✓	✓		15	✓
02/07/14					
\$ 70					

vet	✓	✓		15	✓
d	✓	✓		15	✓
ma2	✓	✓		15	✓
co	✓	✓		15	✓
rep city		✓		15	✓
runay	✓	✓		20	✓
re Carlos	✓	✓		15	✓
02/08/14					
\$110					

Car Type	In	Out	Hours	Rate	Total
1 Hyundai	✓	✓		\$15	✓
2 Saturn	✓	✓		\$20	✓
3 M	✓	✓		\$15	✓
4 Lexus	✓	✓		\$15	✓
5 van		✓		\$20	✓
6 Cadillac		✓		\$15	✓
7 Truck		✓		\$15	✓
8 Bike	✓	✓		\$10	✓
9 Jeep				\$20	
10				\$	
11				\$	
12				\$	
13				\$	
14				\$	
15				\$	
16				\$	
17				\$	
18				\$	
19				\$	
20				\$	
21				\$	
22				\$	
23				\$	
24				\$	
25				\$	

02/20/14

\$145

105	Car		✓		10	
	Academi		✓		15	✓
525	Crown vic	✓	✓		15	✓
50	Pontiac solstice	✓	✓		15	✓
	Altima	✓	✓		15	✓
	Yoneda	✓	✓		30	✓
	Sierra	✓	✓		20	✓
	Explorer	✓	✓		15	✓
	Dodge charger	✓	✓		15	✓
	capris classic	✓	✓			
02/25/14						

1. Bike Jimmy							
2. Benz Lewis	✓	✓				\$10	✓
3. Nissan	✓	✓				\$15	✓
4. Ford	✓	✓				\$15	✓
5. Acura		✓				\$25	✓
6. Chrysler	✓	✓				\$10	✓
7. Toyota	✓	✓				\$15	✓
8. Honda		✓				\$10	✓
9. Mercedes		✓				\$10	✓
10. Nissan		✓				\$10	✓
11. Taer Taos		✓				\$10	✓
12. Truck	✓					\$10	✓
13.						\$	
14.						\$	
15.						\$	
16.						\$	
17.						\$	
18.						\$	
19.						\$	
20.						\$	
21.						\$	

02/27/14

\$675

Car	Type	In	Out	Shampoo	Wax	price
1	Honda		✓			10 ✓
2	Lexus		✓			10 ✓
3	Toyota	✓	✓			15 ✓
4	Honda	✓	✓			15 ✓
5	Ford	✓	✓			15 ✓
6	Chevy Van	✓	✓			15 ✓
7	Mitsu	✓	✓			20 ✓
8	Mazda		✓			15 ✓
9	Cadd:	✓	✓			10 ✓
10	Mazda 3	✓	✓			15 ✓
11	Nissan	✓	✓			20 ✓
12	Grand pix	✓	✓			15 ✓
13	Hyundai	✓	✓			15 ✓
14	Eqale Talon	✓	✓			15 ✓
15	Lexus	✓	✓			15 ✓
16	Montero	✓	✓			20 ✓
17	Ford	✓	✓			20 ✓
18	VWagon	✓	✓			15 ✓
19	Chery Truck		✓			15 ✓
20	Volvo		✓			15 ✓
21	Ford Focus		✓			15 ✓
						10 ✓

02/29/14
\$325

Hand car wash					
			Wax	Stamped	Price
			✓		65 ✓
					10 ✓
		✓			10 ✓
					10 ✓
A					20 ✓
Tr		✓			
Nissan	✓	✓	✓	✓	80 ✓
Ford		✓			15 ✓
Lexus	✓	✓			15 ✓
Benz	✓	✓			15 ✓
Chrysler	✓	✓			15 ✓
3 Bikes					30 ✓
1 Van					15 ✓
5 Saturn	✓	✓			20 ✓
Nissan		✓			15 ✓
5 Sebring	✓	✓			15 ✓
3 Dodge	✓	✓			15 ✓
1 Cobalt	✓	✓		✓	20 ✓
3 Infiniti	✓	✓			15 ✓
9 Range	✓	✓			20 ✓
10 Ford	✓	✓			25 ✓
11 Toyota		✓			15 ✓
22 Explorer	✓	✓			20 ✓
23 Nissan	✓	✓			15 ✓
24 Escalade					15 ✓
25 Benz	✓	✓			15 ✓
26					
27					

123/01/14 \$525

Car Type	Service	Price
1 Mazda	in-out	\$15 ✓
2 Crown vic	out	\$10 ✓
3 Ford Explorer	out	\$15 ✓
1 Denali	wax	\$100 ✓
5 Honda Pilot	in-out	\$20 ✓
2 Acura	in-out	\$15 ✓
1 Charger	in-out	\$15 ✓
3 Toyota	out	\$12 ✓
1 Honda Accord	in-out	\$15 ✓
3 Bike	wash	\$10 ✓
1 Toyota	out	\$10 ✓
2 Eclipse	out	\$10 ✓
3 monte carlos	out	\$10 ✓
1 Chevy	in-out/wax	\$90 ✓
5 Chevy impala	in -out	\$10 ✓
6 suburban	out	\$25 ✓
1 Ford Explorer	in-out	\$15 ✓
8	03/02/14	\$387
9		

11/11/14

J, Derrick, Craig Lewis

Can	in	out	Shampoo	Wax	Price	Paid
✓ 1 MAZDA	✓	✓			15	✓
✓ 2 CAD	✓	✓			15	✓
✓ 3 VETT		✓			10	✓
✓ 4 BENZ		✓			10	✓
✓ 5 Ford 250		✓			20	✓
✓ 6 Civic		✓			10	✓
✓ 7 Ford Taurus	✓	✓			15	✓
✓ 8 BMW 23	✓	✓			15	✓
✓ 9 Altima		✓			10	✓
✓ 10 Toyota Pickup		✓			15	✓
✓ 11 Nissa Pickup			✓		20	
✓ 12 Ridg L	✓	✓			20	
13						
14						
15						

03/04/14
\$175

Hallanaux Hand Car Wash			
	Car Type	Services	Price
51	Thunderbird	in-out	\$15 -
52	Suzuki	in-out	\$15 ✓
53	Saturn	out	\$10 ✓
54	300	in-out	\$15 ✓
55	Escalade	out	\$20 -
56	Toyota	in-out	\$15 ✓
57	Benz	in-out	\$15 ✓
58	Hyundai	in-out	\$15 ✓
9	Dodge sm pickup	in-out	\$15 ✓
10	Toyota pickup	in-out	\$30.35 ✓
11	300	in-out	\$15 ✓
12	Vet	in-out	\$15 ✓
13	Ford Taurus	in-out	\$15 -
14	Benz	in-out	\$15 ✓
15	Avalon	out	\$10 ✓
16	VWagon	in-out	\$15 ✓
17	Bmw	in-out	\$20 ✓
18	Scorp	in-out	\$20 ✓
19	Chrysler	in-out	\$15 ✓
20	Pontiac	in-out	\$15
21			
22			
23			
24			
25			

03-06-14

\$325

Craig, Jim, Ben, Adrienne

Hollandale Hand car wash

Car Type	Services	Price
1 Honda Civic	in-out	\$15 ✓
2 BMW	in-out	\$15 ✓
3 Ford 2500	out	\$20 ✓
4 Chevy S	in-out	\$25 ✓
5 Honda Silverado	out	\$10 ✓
6 Sebring	in-out	\$15 ✓
7 Toyota Solara	in-out	\$15 ✓
8 Subaru Outback	in-out	\$15 ✓
9 Volvo S60	in-out	\$10 \$60 ✓
10 BMW 530i	out	\$10 ✓
11 Mercedes	out	\$15 \$15 ✓
12 Ford Focus	in-out	\$15 ✓
13 Scion	in-out	\$15 ✓
14 Dodge	in-out	\$15 ✓
15 Mercedes	out	\$10

03-08-14

\$380

	Car Type	Service	Price
1	911	in-out	15 ✓
2	Escalade	in-out	25 ✓
3	Chevy SUV	out	15 ✓
4	BIKE	—	10 ✓
5	Kia	in-out	20 ✓
6	Nissan Altima	in-out	15 ✓
7	Pontiac	in-out	15 ✓
8	Van	in-out	20
9	Van	in-out	20 ✓
10	Caddivan	in-out	30 ✓
11	Pontiac (Black) vac only	in	5 ✓
12	Lincoln N	in-out	30 ✓
13	hitch	out	15 ✓
14	Van	out	15 ✓
15	Toyota	in-out	15 ✓
16	Range Rover	in-out	25 ✓
17	Toyota (Blue)	out	10 ✓
18			
19			
20			
21			
22			
23			
24			
25			

03/10/14

\$280

Car / Yr	Service	Price
1 911	100-out	\$15 ✓
2 Escalade	in-out	\$25 ✓
3 Chevy SUV	out	\$15 ✓
4 BIK	—	\$10 ✓
5 Kia	in-out	\$20 ✓
6 Nissan Altima	in-out	\$15 ✓
7 Pontiac	in-out	\$15 ✓
8 Pontiac	in-out	\$20
9 Van	in-out	\$20 ✓
10 Cadillac	in-out	\$30 ✓
11 Pontiac (Black)	in-out	\$5 ✓
12 Lincoln N	in-out	\$30 ✓
13 Chevy	out	\$15 ✓
14 Van	out	\$15 ✓
15 Toyota	in-out	\$15 ✓
16 Range Rover	in-out	\$25 ✓
17 Toyota (Blue)	out	\$10 ✓

03/10/14

\$280

(25)

Hollandale Hand Car Wash			Price
Car Type	Service		
1 Camary	in-out		\$15 ✓
2 Honda	in-out		\$15 ✓
3 Escalade	in-out		\$20 ✓
4 Monte Carlo	in-out		\$15 ✓
5 Corvette	in-out		\$15 ✓
6 BMW	in-out		\$15 ✓
7 Ford	in-out		\$15 ✓
8 Dodge	in-out		\$15 ✓
9 Honda	in-out		\$15 ✓
10 Mazda	in-out		\$15 ✓
11 Van	out		\$20 ✓
12 Escalade	out		\$15 ✓
13 Honda	in-out		\$15 ✓
14 Acura	in-out		\$15 ✓

03/13/14

\$280

Hallandale Hand car wash

Car Type	Service	Price
1 Camary	In-out	\$15 ✓
2 Honda	In-out	\$15 ✓
3 Escalade	In-out	\$30 ✓
4 Monte Carlos	In-out	\$15 ✓
5 Corvette	In-out	\$15 ✓
6 Bmw	In-out	\$15 ✓
7 Ford	In-out	\$15 ✓
8 Dodge	In-out	\$15 ✓
9 Honda	In-out	\$15 ✓
10 Mazda	In-out	\$15 ✓
11 Van	Out	\$15 ✓
12 Escalade	Out	\$20 ✓
13 Honda	In-out	\$15 ✓
14 Acura	In-out	\$15 ✓

03/13/14
\$230

Car Type	Service	Price
1 Nissan	in-out	\$15 ✓
2 Honda	in-out	\$15 ✓
3 Nissan maxima	in-out	\$15 ✓
4 Ford Focus	in-out	\$15 ✓
5 Mazda maxima	in-out	\$15 ✓
6 Lincoln	in-out	\$15 ✓
7 Scion	in-out	\$15 ✓
8 Mustang	out	\$10 ✓
9 Cadillac	in-out	\$20 ✓
10 Chevy Truck	out	\$10 ✓

\$140

03/14/14

Car Type	Services	price
1 Nissan	in-out	\$15 ✓
2 Honda	in-out	\$15 ✓
3 Nissan maxima	in-out	\$15 ✓
4 Ford Focus	in-out	\$15 ✓
5 Mazda maxima	in-out	\$15 ✓
6 Lincoln	in-out	\$15 ✓
7 Scion	in-out	\$15 ✓
8 Mustang	out	\$10 ✓
9 Cadillac	in-out	\$20 ✓
10 Chevy Truck	out	\$10 ✓

\$140

03/14/14

Hollandale Hand Car Wash		
Car Type	Services	Price
1 Durango	OUT	\$15 ✓
2 Chevrolet	in-OUT	\$15 ✓
3 Mercedes 5430	in-OUT	\$15 ✓
4 M Cialent	in-OUT	\$15 ✓
5 Jaguar	OUT	\$15 ✓
6 Lexus	in-OUT	\$10 ✓
7 Chrysler	in-OUT	\$15 ✓
8 Cadillac	in-OUT	\$15 ✓
9 Mercedes	in-OUT	\$15 ✓
10 Toyota Limited	OUT	\$15 ✓
11		\$15 ✓
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		

03/16/14

\$145

Hallendale Hand Car Clean

Car Type	Services	Price
1 Durango	OUT	\$15 ✓
2 Chevrolet	IN-OUT	\$15 ✓
3 Mercedes 5100	IN-OUT	\$15 ✓
4 M-Cyclent	IN-OUT	\$15 ✓
5 Jaguar	OUT	\$10 ✓
6 Lexus	IN-OUT	\$15 ✓
7 Chrysler	IN-OUT	\$15 ✓
8 Cadillac	IN-OUT	\$15 ✓
9 Mercedes	IN-OUT	\$15 ✓
10 Toyota Limited	OUT	\$10 ✓

03/16/14

\$145

2	Pontiac	in-out	\$15 ✓
3	Charger	in-out	\$15 ✓
4	Nissan Altima	in-out	\$15 ✓
5	Bmw	in-out	\$15 ✓
6	Nissan Sentra	in-out	\$15 ✓
7	Ford	out	\$15 ✓
8	Honda	in-out	\$15 ✓
9	F150	in-out	\$20 ✓
10	AC	out	\$10 ✓
11	Pontiac Lancer	in-out	\$15 ✓
12	Toyota	in-out	\$15 ✓
13	Bmw	out	\$10 ✓
14	Nissan	out	\$10 ✓
15	Porsche	in-out	\$15 ✓
16	Mercedes	in-out	\$15 ✓
17	F350	out	\$10 ✓
18	Toyota (white)	out	\$10 ✓
19	Ford Explorer	out	\$15 ✓
20	Durango	out	\$15 ✓
21			
22			
23			
24			
25			

03/18/14 \$275

Car Type	Services	\$305 03-20-14	Price
1 Corvette	in-out		\$15 ✓
2 Chrysler	in-out		\$15 ✓
3 Toyota Tundra V8	in-out		\$20 ✓
4 Nissan Altima	in-out		\$15 ✓
5 Nissan Sentra	out		\$10 ✓
6 Pontiac	in-out		\$15 ✓
7 M. Galtent	in-out		\$15 ✓
8 Nissan Maxima	in-out		\$15 ✓
9 Nissan 9000	in-out		\$15 ✓
0 Toyota Corolla	in-out		\$ Free
1 Lexus 300	in-out		\$15 ✓
2 Chrysler	out		\$15 ✓
3 Chevy Malibu	in-out		\$10 ✓
4 Mercedes Benz	in-out		\$20 ✓
5 Lexus Lexus	out		\$15 ✓
6 Pontiac	in-out		\$10 ✓ <i>high</i>
7 Isuzu	in-out		\$15 ✓
8 Porsche	out		\$20 ✓
9 Lexus	out		\$10 ✓
0 Honda Civic	in-out		\$10 ✓
1 Dodge Durango	out		\$15 ✓
2 Toyota	in-out		\$15 ✓

Mercedes Benz	✓	✓			\$ 15	✓
Lincoln SUV	✓	✓			\$ 25	✓
Dodge pickup	✓	✓			\$ 20	✓
Saavari		✓			\$ 10	✓
Honda Accord	✓	✓			\$ 15	✓
Clips	✓	✓			\$ 15	✓
Van	✓	✓			\$ 20	✓
my Silverado	✓	✓			\$ 25	✓
Caprus	✓	✓			\$ 15	✓
Nissan Pathfinder	✓	✓			\$ 20	✓
Lincoln Town Car	✓	✓			\$ 15	✓
Mercedes Benz ³¹⁰⁰	✓	✓			\$ 15	✓
Mercedes Benz ^{480 SL}	✓	✓	✓		\$ 65	✓
BMW 528i	✓	✓			\$ 15	✓
Ford Explorer	✓	✓			\$ 20	✓
Mercedes	✓	✓			\$ 15	✓
Honda	✓	✓	✓		\$ 10	✓
Mustang		✓			\$ 10	✓
Maxima	✓	✓			\$ 10	✓
Hard Trailblazer	✓	✓			\$ 20	✓
new 4 Cobalt	✓	✓			\$ 15	✓
an	✓	✓			\$ 20	✓
new 4 Toyota	✓	✓			\$ 15	✓
new 4	✓	✓			\$ 10	✓
Audi A8	✓	✓			\$ 20	✓
Audi A8 (grey)	✓	✓			\$ 20	✓
Toyota (red)	✓	✓			\$ 15	✓
Ford Focus	✓	✓			\$ 15	✓
Elta	✓	✓			\$ 15	✓
Ducati	✓	✓			\$ 15	✓

03-22-14
0610

Merion, JR, Idaho

Merion, JR, Idaho

Car's	In	out	Wax	Shampoo	Price	Payed
Mercedes		✓			\$ 10	✓
Bikes					\$ 20	✓
Montecarlo		✓			\$ 10	✓
Volvo xc90	✓	✓			\$ 20	✓ Dread stop
BMW	✓	✓			\$ 15	✓
Vic	✓	✓			\$ 15	✓
Toyota	✓	✓			\$ 15	✓
Landi		✓			\$ 10	✓
L350		✓			\$ 15	✓
Nissan	✓	✓	✓		\$ 45	✓
Toyota	✓	✓			\$ 10	✓
Kia Spectra	✓	✓			\$ 15	✓
HS	✓	✓			\$ 15	✓
Novy 510	✓	✓			\$ 25	✓
Toyota		✓			10	✓
Chc	✓	✓			\$ 15	✓
Mercedes	✓	✓			\$ 15	✓

03/25/14
\$300

Chery Impala	✓	✓	15	✓
Montero ^{mid size} SUV	✓	✓	20	✓
Honda Accord	✓	✓	15	✓
Chery Van		✓	15	✓
Publi SUV	✓	✓	15	✓
Chery Van		✓	15	✓
Malibu	✓	✓	15	✓
Charger	✓	✓	25	✓
Saturn Vee	✓	✓	20	
Chery Avalanch		✓	20	

C.R.E.H.
 DEHUCK
 KYLE
 HERON.

03/29/14

\$280

\$240 04-01-11

Car Type	Service	Price
----------	---------	-------

has money Toyota Sim	in-out	\$15 ✓
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Toyota Ben	in-out	\$15 ✓
------------	--------	--------

2 Lincoln chris/Ben	in-out	\$15 ✓
---------------------	--------	--------

1 Lexus Ben	in-out	\$20 ✓
-------------	--------	--------

2 Lexus (Black) Sim	out	\$10 ✓
---------------------	-----	--------

3 SATURN Craig	in-out	\$20 ✓
----------------	--------	--------

1 Ford Taurus Sim	out	\$10 ✓
-------------------	-----	--------

3 Pontiac Ben	out	\$10 ✓
---------------	-----	--------

1 Porsche Craig	in-out	\$15 ✓
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2 Chevy Camaro Sim	in-out	\$15 ✓
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1 Nissan Ben	in-out	\$15 ✓
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2 Chevy Craig	out	\$15 ✓
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3 Mercedes	out	\$15 ✓
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4 Chevy Tahoe Craig Sim	in-out	\$10 ✓
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Toyota Tundra Craig	in-out	\$25 ✓
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7 Ford F150 Sim/Ben	out	\$25 ✓
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8		\$20 ✓
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9		
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10		
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11		
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12		
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Maintenance Hand Car Wash

Car Type	Service	Price
mercedes	in-out	\$15 ✓
1 Toyota	in-out	\$15 ✓
3 mercedes	in-out	\$15 ✓
1 Dodge	in-out/wax	\$15 ✓
5 Ford	out/wax	\$80 ✓
2 Nissan	in-out	\$15 ✓
7 Honda	in-out	\$15 ✓
3 Ford	in-out	\$15 ✓
1 Ford F150	out	\$15 ✓
10 Eclipse	in-out	\$10 ✓
11 Lincoln	in-out/detail	\$50
12 Bike	wash/wax	\$20 ✓
3 Bike	wash	\$10 ✓
4 Cadillac	out	\$10 ✓
5 Nissan Altima	in-out	\$15 ✓
6		
7	04-05-14	
8	\$365	
9		

car type	services	price
Ford Ex	in-out	\$25 ✓
Acura	in-out	\$15 ✓
Toyota	out	\$10 ✓
Saturn	out	\$10 ✓
Chevy van	in-out	\$25 ✓
Nissan	out	\$10 ✓
Ford F150	in-out	\$25 ✓
Charger	in-out	\$15
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		

04/08/14 = 135

	out in			Price	Paid
				5	✓
ic	✓	✓		15	✓
gram	✓	✓		10	✓
um + L	✓	✓		15	✓
vic	✓	✓		15	✓
3ent	✓	✓		15	✓
isson	✓	✓		15	✓
tima	✓	✓		15	✓
Qu	✓	✓			
04/09/14					
\$105					

Car Type	Service	Price
Tahoe	in-out	\$20 ✓
Toyota	in-out	\$15 ✓
Mitsubishi	in-out	\$25 ✓
Mercedes	out	\$10 ✓
Chevy	in-out	\$15 ✓
Toyota	out	\$10 ✓
Bike		\$10 ✓
Bmw	in-out	\$15 ✓
Honda Civic	in-out	\$15 ✓
van	in-out	\$20 ✓
Ford 2500	in-out	\$25 ✓
Saturn	in-out	\$15 ✓
Nissan	in-out	\$20 ✓
Chevy malibu	in-out	\$15 ✓
Honda Si	in-out	\$15 ✓
Audi 2.0	in-out	\$15 ✓
Chevy	in-out	\$15 ✓
Ford Excursion	in-out	\$30 ✓
Chevy	out	\$15 ✓
Toyota	out	\$10 ✓
Chevy Impala (left)		
Mitsubishi	in-out	\$15 ✓

Derrick, JR, Idaho			Hollandale car		Price	Paid
	In	out	Wax	Shampoo		
				other	10	✓
Accord	✓	✓			15	✓
W	✓	✓			25	✓
E150	✓	✓			15	✓ ✓
	✓	✓			15	✓
rdTaurus	✓	✓			15	✓
nz	✓	✓			15	✓
yota	✓	✓			10	✓
yota	✓	✓			20	✓
MCi90C	✓	✓			10	✓
yota			✓		10	✓
Firebird			✓		10	✓
Pontiac			✓		10	✓ LADIES D
Honda LD	✓	✓			10	✓
Borland civil	✓	✓			10	✓
Toyota corolla	✓	✓			10	✓
LEXUS LS	✓	✓			10	✓
L Da-Y	✓	✓			10	✓
corolla	✓	✓			15	✓
SATURN GREEN	✓	✓				
MAZDA RX8	✓	✓				
LED						
TOTAL \$225						

Lexus	V	V					15	✓
Honda Van		V					15	✓
Porsche	L	L					15	✓
Armada	V	✓					15	✓
Geo		V					20	✓
Van		V					10	✓
Nissan		V					15	✓
Scion XA		V					10	✓
Buick	V	V					15	✓
Ford SUV	L	V					20	✓
Grand Prix	V	V					15	✓
Hyundai	V	✓					15	✓
Audi	V	✓					15	✓
300	V	✓					15	✓
Lexus		V					10	✓
Jeep	L	(					20	✓
Maxima	V	V				Car Wash	15	✓
Ford	L	V					15	
							04/09/14	
							\$260	

Car	IN	Out	Wax	Shampoo	Other	Price	Paid
Bike						10	✓
Malibu	✓	✓				15	✓
Altima		✓				10	✓
Bike						10	✓
Accord	✓					15	✓
3	✓	✓				15	✓ ✓
Altima?	✓	✓				15	✓ ✓
Explorer	✓	✓				20	✓
Sasam		✓				8	
Benz	✓	✓				15	✓
Jeep	✓	✓				20	✓
Ford Explorer		✓				10	✓
Charger	✓	✓				15	✓
Montero	✓	✓				20	✓
Mustang	✓	✓				15	✓
Buick		✓				10	✓
Buick		✓				10	✓
Buick						10	✓
Impala	✓	✓				15	✓
Ford contour	✓	✓				15	✓
Mustang		✓				15	✓
Mustang	✓	✓				20	✓
BMW		✓				10	✓
Mustang	✓	✓				20	✓

Type	In	Out	Wax	Shampoo	price	paid
Chrysler		✓			\$10	✓
Honda		✓			\$18	✓
3 Toyota TRUCK	✓	✓	✓		\$50	✓
1 Corvette		✓			\$10	✓
2 Nissan Altima	✓	✓			\$15	✓
2 Nissan	✓	✓			\$15	✓
1 Volvo		✓			\$10	✓
3 Maxim	✓	✓			\$15	✓
1 Bmw	✓	✓			\$15	✓
3 Xia	✓	✓			\$20	✓
1 malibu	✓	✓			\$15	✓
2 Toyota SW		✓			\$15	✓
3 Toyota	✓	✓			\$15	✓
4 PT Cruiser	✓	✓			\$15	✓
5 Mercedes	✓	✓			\$15	✓
2 Toyota SW	✓	✓			\$20	✓
1 Honda	✓	✓			\$15	✓
2 Nissan Altima		✓			\$10	✓
9					\$	
10					\$	

04-11-14 \$288

	Car	In	Out	Wax	Sham
	300		✓		
	Saturn	✓	✓		
	Dodge Ram		✓		
	Truck		✓		
	Jeep	✓	✓		
	Jetta	✓	✓		
JG	Pickupsm	✓	✓		
	Cam	✓	✓		
	W Golf		✓		
B	Truck	✓	✓		
	Truck	✓	✓		
	Truck	✓	✓		
N	sa SUVsm	✓	✓		
H	nd g Accord	✓	✓		
Ch	by Impala	✓	✓		
	Truck	✓	✓		
Acc	nd	✓	✓		
FI	O		✓		
Ca	many	✓	✓		
30		✓	✓		
Sci	h	✓	✓		
Chc	y		✓		
Toys	Truck		✓		
Ben	2 550		✓		
eel	pc		✓		
30		✓	✓		
Impa	a	✓	✓		
Ford	T		✓		

town car		✓		10	✓
harger		✓		10	✓
Nazda SUV	✓	✓		20	✓
laxda 626		✓		10	✓
Benze	✓	✓		15	✓
obolt		✓		10	✓
inclave		✓		15	✓
ion Sportage		✓		15	✓
salant silver	✓	✓		10	✓
amry		✓		10	✓
Eclipse		✓		10	✓
Honda Accord		✓		10	✓
Ford Taurus		✓		10	✓
Vex	✓	✓		15	✓
300.	✓	✓		15	✓
Chevy Red	✓	✓		15	✓
-exsuv	✓	✓		15	✓
Derango	✓	✓		20	✓
Murano	✓	✓		20	✓
Jeep	✓	✓	✓	15	✓
Caddi		✓		10	✓
Carolla	✓	✓		15	✓
finity	✓	✓		15	✓
Over				15	✓

add;	✓	✓	15	✓
add;	✓	✓	15	✓
Hima	✓	✓	15	✓
nini	✓	✓	15	✓
Lexus	✓	✓	10	✓
'add;	✓	✓	15	✓
Lincoln	✓	✓	25	✓
naghum	✓	✓	15	✓
cadz	✓	✓	15	✓
Hima	✓	✓	15	✓
Infiniti SUV	✓	✓	20	✓
BMW	✓	✓	20	✓
Charger	✓	✓	10	✓
Civic	✓	✓	15	✓
Jag	✓	✓	10	✓
Bike	✓	✓	10	✓
Naghum	✓	✓	15	✓

04/11/14
\$230

04/14/14

Hollandale Hand Car Wash

	Car Type	In	Out	Wash	Shampoo	Price	paid
1	Lincoln		✓			\$ 10	✓
2	Maundi	✓	✓			\$ 15	✓
3	Pontiac	✓	✓			\$ 15	✓
4	Kia	✓	✓			\$ 15	✓
5	BMW	✓	✓			\$ 15	✓
6	Toyota	✓	✓			\$ 15	✓
7	Pontiac (Bik)	✓	✓			\$ 15	✓
8	Nissan Altima	✓	✓			\$ 15	✓
9	Toyota	✓	✓			\$ 15	✓
10	Galant	✓	✓			\$ 15	✓
11	Saqui	✓	✓			\$ 15	✓
12	Monte Carlos	✓	✓			\$ 10	✓
13	Mercedes		✓			\$ 10	✓
14	Cadillac	✓	✓			\$ 15	✓
5 th Pointe 15	F 350	✓	✓			\$ 30	✓
16	Lincoln town car	✓	✓			\$ 15	✓
17	E 320	✓	✓			\$ 15	✓
18	Saxon		✓			\$ 10	✓
19	Nissan m	✓	✓			\$ 20	✓
20	Bike	David				\$ 10	✓
21	Benz	✓	✓			\$ 20	✓
22	Toyota	✓	✓			\$ 15	✓
23						\$	
24						\$	
25						\$	
						\$330	

car	1 yr	2 yr	3 yr	4 yr	5 yr	Shampoo	Other	price	paid
van	✓	✓						\$20	✓
3mcw		✓						\$10	✓
van	✓	✓						\$20	✓
contiac	✓	✓						\$15	✓
toyota		✓						\$15	✓
mazda	✓	✓						\$15	✓
londa civic	✓	✓						\$15	✓
impala	✓	✓						\$15	✓
300	✓	✓						\$15	✓
herycablier	✓	✓						\$15	✓
grolia	✓	✓						\$15	✓
amory	✓	✓						\$15	✓
benz	✓	✓						\$15	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	
								\$	

04/14/14
\$200

~~XXXXXXXXXX~~

04/15/14

04-17-1985 - 11 North Ridge

Car Type	In	Out	WAX	Shampoo	Other	price	paid	NOTE
300		✓				\$ 10	✓	
Honda Accord	✓	✓				\$ 15	✓	
Honda Civic	✓	✓				\$ 15	✓	
Nissan Altima	✓	⊙				\$ 10	✓	
Honda Civic (Silver)	✓	✓				\$ 15	✓	
Indian MKZ	✓	✓				\$ 15	✓	
Marquette	✓	✓				\$ 15		Left
Ridge Van		✓				\$ 15	✓	Derrick Start
Charger	✓	✓				\$ 15	✓	
Acura	✓	✓				\$ 15	✓	
Ford Explorer		✓				\$ 20	✓	Loah
Jetta		✓				\$ 10	✓	
Civic	✓	✓				\$ 15	✓	Shawn sta
Ford Winston	✓	✓				\$ 20	✓	
Nitro		✓			Wipe Down	\$ 10	✓	
Jetta		✓				\$ 10	✓	
Tahoe	✓					\$ 10	✓	
Altima	✓	✓				\$ 15	✓	
300	✓	✓				\$ 15	✓	
Impala		✓				\$ 10	✓	
Bike						\$ 10	✓	
Magnum	✓	✓				\$ 15	✓	
Jag		✓				\$ 10	✓	Shawn Left
Camry	✓	✓				\$ 15		
heon	✓	✓				\$ 15		

	Derrick, J.R.	J. Deho	J. Arkel	Tyler	Price	Paid	\$54 Wash
ars	in gat wax	Shampoo	Other				
ic	✓				10	✓	
rolla	✓				10	✓	
rolla	✓	✓			15	✓	
rolla	✓	✓			20	✓	
rolla 350	✓	✓			15	✓	
cond.	✓	✓			15	✓	
MW 325L	✓	✓			15	✓	
mustang	✓	✓			15	✓	
MW 645L	✓	✓			15	✓	

04/17/14
\$110

Idaho, J.K. Derrick

	In	out	wax	1000	other	Price	paid
er		✓				15	✓
		✓				15	✓
ring	✓	✓				15	✓
	✓	✓				15	✓
in		✓				15	✓
mmer	✓	✓				30	✓
Hz						10	✓
eda 5		✓				15	✓
nte carlo	✓	✓				10	✓
arder		✓				10	✓
ikv		✓				10	✓
oelvs		✓				10	✓
Bike		✓				10	
Bike		✓					

04-19-14

\$180

Cars	in	out	wax	shampoo	other	Price	aid
ab		✓				10	10 ✓
hac	✓	✓				20	✓
arolla	✓	✓				15	✓
cabrio	✓	✓				15	✓
l/timal	✓	✓				15	✓
cyota	✓	✓				15	✓
tonda	✓	✓				15	✓
CRUIAC	✓	✓				15	✓
Blazer		✓				15	✓
BIKE		✓				10	✓
ord		✓				10	✓

04-21-14

\$155

cars	in	out	war	Shampoo	other	Price	Paid
EXSUS SUV	✓	✓				20	✓
Honda Accord		✓				10	✓
Jaguar S-TYPE		✓				10	✓
Mercedes Benz		✓				10	✓
Dodge Charger		✓				10	✓
May Seadara	✓	✓		✓		95	✓
uburban	✓	✓				30	✓
Range	✓	✓				25	✓
Benz 320	✓	✓				15	✓
Corrad	✓	✓				15	✓
P Tecluisel	✓	✓				15	✓
Exterra	✓	✓				20	✓
FireBird	✓	✓				15	✓
glant		✓				10	✓
clipes	✓	✓				See CAPS6	✓
oyota	✓	✓				15	

04-23-14

315

A

Trick, CRAIG, Heron

Trick

	IN	out	Wat	Shampo	other	Price	
						10	✓
						20	✓
n		✓				15	✓
n Vev	✓	✓				20	✓
e							
iger	✓	✓				15	✓
ter	✓	✓				18	✓
P						15	✓
vy	✓	✓				15	✓
vette						15	✓
rolla			✓			15	✓
ota	✓	✓				15	✓
ho						15	✓
ibolt	✓	✓				10	✓
timon	✓	✓				10	✓
lcard			✓			20	✓
Camaro			✓			15	✓
PRV	✓	✓				15	✓
Seabring	✓	✓				30	✓
Jeep			✓				
F250	✓	✓					

rock
DEED
start

04-25-14

\$235

Q

rick, Heron, J.R.		Holladay		400	other		
	in	out	Wax	Shampoo			
SUV		✓			15		✓
inclave					15		✓
Cavalier	✓	✓			10		✓
ang		✓			20		✓
		✓			15		✓
illa Red	✓	✓			15		✓
ota yaris	✓	✓			15		✓
4ima Blue	✓	✓			10		✓
time orange	✓	✓			10		✓
oo		✓			10		✓
Scion			✓		15		✓
Infinity m4			✓		15		✓
Toyota	✓	✓			15		✓
Chevy impala	✓	✓			20		✓
Benz	✓	✓			15		✓
Lincoln Aviator	✓	✓			15		✓
SUV					15		✓
Galant Bk	✓	✓			15		✓
Galant Brown	✓	✓			45		✓
745 DMW	✓	✓			45		
Honda Red	✓	✓			15		
Al	✓	✓			30		
Altimo	✓	✓			10		
	✓	✓			10		

Idaho	In	out	Wax	Shampo	other	Price	Paid
heavy pickup	✓	✓				\$25	✓
heavy impala	✓	✓				\$15	✓
Corolla	✓	✓				\$15	✓
NEX sun	✓	✓				\$20	✓
Nissan van	✓	✓				\$20	✓
Durang	✓	✓				\$20	✓
Jeep	✓	✓				\$20	✓
C+S	✓	✓				\$5 CARD	✓
Corvette		✓				\$5 CARD	✓
maxima	✓	✓				15	✓
Caddy	✓	✓				15	✓
Explore		✓				15	✓
Toyota pickup	✓	✓				25	✓
F350	✓	✓				30	✓
Enclave		✓				15	✓
Pontiac Quaver	✓	✓				25	✓
is Montecarlo	✓	✓				15	✓
skyline	✓	✓				15	✓
CURA		✓				10	✓
charger	✓	✓				15	✓
Maxima	✓	✓				15	✓
mazda3	✓	✓				15	✓
magnam	✓	✓				15	✓
Envoy	✓	✓		440		20	✓
Axiom	✓	✓				20	✓
Volvo		✓				10	✓

empl: Derrick JR, JIMMO
Kyle

~~1~~ 230

③
names=

DERRICK JR, Sub

Sheet1

Thursday

date=

6/7/14

Paul + Mick

	model	in	out	wax	other	price
1	MERCEDES CAR	✓	✓			\$ 15 ✓
2	ACURA TRUCK	✓	✓			\$ 20 ✓
3	PONTIAC GRAND	✓	✓			\$ 15 ✓
4	GM TALLOR AM	✓	✓			\$ 20 ✓
5	NISSAN ALTIMA	✓	✓			\$ 15 ✓
6	CHRYSLER 300		✓			\$ 10 ✓
7	FORD PICK UP	✓	✓			\$ 20 ✓
8	ACURA (CAR)	✓	✓			\$ No charge (LIQUOR STORE OWNER: JASON)
9	MERCEDES CAR		✓			\$ 10 ✓
10	CADILLAC NEON		✓			\$ 10 ✓
11	TOYOTA COROLLA		✓			\$ 15 ✓
12	HARLEY Davidson		✓			\$ 10 ✓
13	INFINITI CAR		✓			\$ 10 ✓
14	Honda Accord	✓	✓			\$ 5 ✓
15	CHRYSLER TRUCK	✓	✓			\$ 20 ✓
16	Dodge charger		✓			\$ 10 ✓
17	Ford Taurus	✓	✓			\$ 15 ✓
18	Lexus IS300		✓			\$ 10 ✓
19	BMW 330I	✓	✓			\$ 15 ✓
						\$
						\$
						\$
						\$
						\$
						\$
						\$
						\$
						\$

Derrick's Friend Changed mind about OUT

total\$=245 \$
total cars= 19

CAR WASH

Name; Paul, DERRICK, JR DATE; 06/08/14

<u>Model</u>	<u>Price</u>
CIVIC	\$15
ACURA	\$15
Gallant	\$10
BMW	\$15
chevy	\$10
Impala	\$15

Total; \$ 80

Total CANS = 6

name: PAUL, DERRICK

DATE: 06/09/14

MODEL

PRICE

ACCORD

\$15

BMW

\$15

PORSCHE

\$15

NISSAN

\$10

FORD 150

\$20

MERCEDEZ

\$10

LEXUS

\$10

INFINITI

\$10

Total; \$105

Total CARS = 8

name: DERRICK, JR, JOAN DATE: 06/11/14

<u>MODEL</u>	<u>PRICE</u>
HONDA	\$ 10
BMW	\$ 10
grand marquis	\$ 20
RANGE ROVER	\$ 25

TOTAL \$ 65
TOTAL CARS; 4

NAME, DERRICK, JR

DATE, 06/13/14

MODEL

PRICE

NISSAN

\$10

BENZ

\$15

CHEVSS

\$40

BMW

\$30

CARAVAN

\$25

TOTAL \$ 120

TOTAL CANS = 5

NAME: PAUL, DERREN?

DATE: 06/15/14

MODEL

PRICE

BMW

\$20

RANGE ROVER

\$25

NISSAN

\$10

HARLEY

\$30

TOYOTA

\$10

LEXUS

\$20

SATURN

\$10

MAZDA BLACK

\$40 MAX

LIA

\$10

TOTAL: \$ 175

TOTAL: CARS = 9

NAME: DAHL, SR, PETE

DATE: 06/16/14

MODEL

PRICE

HONDA

\$10

COROLLA

\$15

CHEV

\$20

KIA

\$10

PORCHE (TRUCK)

\$20

FORD (150)

\$25

TOTAL: \$100

TOTAL CANS = 6

NAME: JR, PETE, DAN

DATE: 06/18/14

MODEL

PRICE

CIVIC

\$10

FIAT

\$10

FORD 150

\$20

FOCUS

\$15

MAZDA

\$15

TOTAL: \$ 70

TOTAL CARS = 5

NAME: TOM, PETE, PAUL

DATE: 06/19/14

MODEL

PRICE

ACURA

\$15

BMW

\$15

CHEVY

\$15

TOTAL: \$45

TOTAL: CARS = ~~4~~ 3

NAME:

DATE: 06/25/14

MODEL:

PRICE

HONDA

\$10

CRV

\$20

PONTIAC

\$15

CAMARO

\$15

FORD

\$20

PORCHE

\$20

BMW

\$10

CHEVY (white)

\$10

total \$ = 120

total cash = 8

NAME: PAUL, DAVID, JR

DATE: 06/28/14

MODEL

PRICE

ACCORD

\$10

BMW

\$20

FORD

\$40 MAX

ACURA

\$10

CHEVY

\$15

Total: \$ 95

Total. cars 5



NAME; PAUL, DAVE, PHIL

DATE; 06/29/14

<u>MODEL</u>	<u>PRICE</u>
JAGUAR	\$ 15
HONDA	\$ 20
ACURA	\$ 10
KIA	\$ 10
CHEVY	\$ 25
GEO METRO-RED	\$ 10

TOTAL; \$ 90

TOTAL CARS = 6

NAME: JR, PAUL -

DATE: 06/30/14

MODEL

PRICE

SUBURBAN

\$ 25

CHEVY

\$ 40 MAX -

CAMARO

\$ 15

HONDA

\$ 10

GRAND MARQUIS

\$ 15

PORSCHE

\$ 20

CADILLAC

\$ 15

HONDA

\$ 20

RANGE ROVER

\$ 25

SCION

\$ 10

MERCEDES

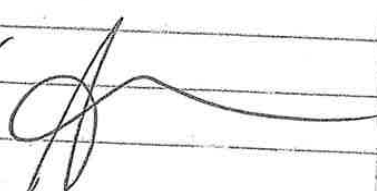
\$ 30

TOYOTA

\$ 10

TOTAL: \$ 235

TOTAL CASH 12

✓ 

NAME: PAUL, PETE, JR

DATE: 06/26/14

MODEL

PRICE

CIVIC

\$15

MDX

\$25

COROLLA

\$20

NISSAN

\$60 MAX

BMW

\$10

PORCHE

\$10

TOTAL: \$ 140

TOTAL CARS = 6

NAME; JR, PAUL, DAVE DATE; 07/01/14

MODEL

PRICE

HONDA

\$ 15

MERCEDES

\$ 15

CIVIC

\$ 10

TOYOTA

\$ 10

TRUCK (TRAWLER)

\$ 30

TOTAL \$ 80

TOTAL CASH = 5

NAME; JR, TAZ, IKE

DATE; 07/02/14

MODEL

PRICE

BULCK

\$20

MAZDA

\$10

NISSAN

\$10

CHEVY

\$20

FORD

\$15

NISSAN

\$10

CHRYSLER

~~\$15~~ 10

TOYOTA

\$10

CADILLAC

\$20

MONTICARLO

\$20

LEXUS

\$50 MAX

ESCALADE

\$40

TOTAL \$ (235)

TOTAL CARS = 12

NAME: PAUL, IKE, TAZ

DATE: 07/04/14

MODEL:

PRICE

HONDA

\$ 10

NISSAN

\$ 15

CHRYSLER

\$ 10

FORD 150

\$ 25

TOYOTA

\$ 40

CADILLAC CTS

\$ 10.

TOTAL \$ 110

TOTAL CARS = 6

IVE, DERRICK

DATE: 07/06/14

AL
ACURA
Honda
Ford

PRICE

\$10

\$15

\$15

TOTAL: \$ 40

TOTAL CANS = 3

RAIN

NAME: DAVE, PAUL, IVAN

DATE: 07/07/14

MODEL

PRICE

HONDA

\$15

CRV

\$20

CADILLAC

\$20

MERCEDES

\$15

ACCORD

\$15

BMW

\$10

TOYOTA

\$10

TOTAL \$105

TOTAL CARS = 7

NAME: PAUL, IKE, DETZMICK

DATE: 07/09/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
BMW	\$15
MERCEDEZ	\$10
FORD	\$10
NISSAN	\$15
MAZDA	\$15
HONDA	\$10
CHRYSLER	\$15
BUICK	\$40 WAX
CADILLAC	\$20
CHEVY	\$15
INFINITI	\$10

Total \$190

Total cars = 12

NAME: ICE, DAVE, DERRICK

DATE: 07/11/14

MODEL

PRICE

CADILLAC

\$ 20

HONDA

\$ 15

CHEVY

\$ 15

Buick

\$ 10

ESCALADE

\$ 25

total \$ = 85

total cash = 5

NAME: PAUL, IKE, DERMICK

DATE: 07/12/14

MODEL

PRICE

FORD
FORD 150
CHRYSLER

\$10

\$40

\$20

RAIN

Total; \$70

Total CARS = 3

NAME: PAUL, DERRICK

DATE: 07/13/14

MODEL

PRICE

SATURN

\$15

FORD

\$15

KIA

\$10

HONDA

\$10

INFINITI

\$15

NISSAN

\$15

NISSAN MAXIMA

\$15

PORSCHE

\$20

BMW

\$15

TOTAL: \$130

TOTAL CARS = 9

NAME: PAUL, DAVE, IKE

DATE: 07/14/04

MODEL

PRICE

NOLVO

\$ 15

GM TRUCK

\$ 40

HYUNDAI

\$ 20

CHEVY

\$ 15

PORCHE

\$ 20

Total \$ 110

total CARS = 5

NAME: PAUL, DAVE, IVE

DATE: 07/16/14

MODEL

PRICE

Buick

\$ 10

Chevy

\$ 15

Ford

\$ 20

Nissan

\$ 10

Hundai

\$ 15

Bmw

\$ 15

Honda

\$ 10

Bmw

\$ 20

Mercedes

\$ 20

Civic

\$ 40 wtp

Truck

\$ 40

TOTAL \$ 215

TOTAL CARS = 11

NAME: PAUL, ICE, TOM

DATE: 07/18/14

MODEL

PRICE

MERCEDES

\$ 20

BMW

\$ 15

HONDA

\$ 10

GMC

\$ 20

CADILLAC

\$ 30

BENZ

\$ 15

Total \$ 110

Total CARS = 6

NAME: PAUL, DAVE, PAUL

DATE: 07/19/14

MODEL

PRICE

HONDA

\$10

CIVIC

\$10

CADILLAC

\$10

GMC

\$20

BMW

\$15

HONDA (RED)

\$10

TRUCK

\$20

BOAT

\$75

Total \$ 170

Total CANS = 8

NAME = PAUL, IKE, DERRICK

DATE: 07/21/14

MODEL

PRICE

CADILLAC

\$15

RANGE ROVER

\$25

CIVIC

\$20

ACCORD

\$15

Grand Marquis

\$15

SATURN

\$10

HYUNDAI

\$20

VOLVO

\$15

Total \$ 135

Total CASH = 8

NAME: PAUL, DAVE, PAUL

DATE: 07/23/14

MODEL

PRICE

CIVIC

\$10

VOLVO

\$20

TRUCK

\$25

MAZDA

\$20

CADILLAC

\$15

SATURN

\$10

Grand Marquis

\$15

ESCALADE

\$25

TOYOTA

\$20

HARLEY

\$50 MAX

CITIZEN

\$10

CORVETTE

\$15

TOTAL: \$ 235

TOTAL: CARS = 12

NAM: PAUL, ICE, PAUL

DATE: 07/25/14

MODEL

PRICE

ACCORD

\$10

CADILLAC

\$15

MUSTANG

\$15

FORD F150 -

\$25

TOTAL: \$65

TOTAL CARS = 4

NAME: PAUL, ILE, DERICK

DATE: 07/26/14

MODEL

PRICE -

TOYOTA

\$15

CIVIC

\$15

PONTE

\$20

CHEVY

\$15

JETTA

\$10

SATURN

\$10

LIMO

\$50.

Total: \$ 135

total cars = 7

NAME: PAUL IVE, DEPICH

DATE: 07/28/14

MODEL

PRICE

COROLLA

\$ 10

CIVIC

\$ 15

RANGE ROVER

\$ 25

MINI COOPER

\$ 10

BMW

\$ 15

ACCORD

\$ 15

TOTAL \$ 90

TOTAL CANS = 6

NAME: PAUL, DAVE, PHIL

DATE: 07/30/14

MODEL

PRICE

CADILLAC

\$15

HONDA

\$10

ESCALADE

\$25

TRUCK

\$25

Cumc

\$25

CONCLIA

\$16

VOLVO

\$10

SATURN

\$10

CONVETTE

\$15

MUSTANG

\$15

total \$ 160

Total cars = 10

NAME: PAUL, IKE, DAVE

DATE: 08/02/14

MODEL

PRICE

MUSTANG	\$15
COROLLA	\$15
SATURN	\$15
VOLVO	\$20
CIVIC	\$10
TOYOTA	\$10
CORVETTE	\$15
RANGE ROVER	\$15 out
Grand MARQUIS	\$15
Escalade	\$25
Cumc	\$65 way
MINI	\$10
BMW	\$10
PONTIAC	\$15
CAMARO	\$15

Total \$ - 270 -

Total CASH = 15

NAME: PAUL DERNICK

DATE: 08/04/14

MODEL

PRICE

HONDA

\$10

Escalade

\$15 out

CIVIL

\$10

Mustang

\$10

Total \$45

Total CASH 4

NAME: PAUL, IVE, DAVE

DATE: 08/06/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
VOLVO	\$15
ACCORD	\$15
ESCALADE	\$25
SATURN	\$10
KIA	\$10
BOAT	\$70 FULL

Total: \$160

total CANS = 7

NAME: PAUL, DAVE, IKE

DATE: 08/08/14

MODEL

PRICE

CARAVAN

\$20

MUSTANG

\$15

RANGE ROVER

\$25

PAUL

Total \$ 60

Total cars = 3

NAME: PAUL DAVE, PAU

DATE: 08/09/14

MODEL

PRICE

SATURN

\$15

CORVETTE

\$15

MUSTANG

\$15

CHRYSLER

\$20

Dodge

\$15

Dodge Ram

\$25

CIVIC

\$10

COROLLA

\$10

CARAVAN

\$40

LIMO

\$60

Total \$ 205

Total CARS 10-

NAME: DAVE, PAUL, IKE

DATE: 08/10/14

MODEL

PRICE

CORVETTE

\$ 20

KIA

\$ 10

CIVIC

\$ 15

MUSTANG

\$ 20

TRUCK

\$ 35

VOLVO

\$ 20

HARLEY

\$ 30

HONDA

\$ 15

TOTAL: \$ 165

TOTAL CASH = 8

MIKE DERNICK

DATE: 08/12/14

MODEL

PRICE

ACCORD

\$15

CHEVY

\$20

CARAVAN

\$15

MINI

\$10

FORD

\$15

Grand Marquis

\$15

Total \$ 90

Total CARS 6

NAME: PAUL, DAVE, PAUL

DATE: 08/13/14

MODEL

PRICE

CIVIC

\$18

TRUCK

\$15

SATURN

\$15

RAIN

Total; \$ 40

Total; 3

NAME: DAVE, PAUL, ILL

DATE: 08/17/14

MODEL

PRICE

HONDA

\$10

TOYOTA

\$15

MUSTANG

\$15

STANDMADE

\$15

CARAVAN

\$20

CORVETTE

\$15

TRUCK

\$20

SATURN

\$30

CIVIC

\$15

ACCORD

\$15

KIA

\$10

MERCURY

\$15

ESCALADE

\$30

HONDA BLEU

\$40 MAX

VOLVO

\$10

PORCHE

\$20

Limo

\$50.

Total: \$345

total cars: 17

NAME: PAUL, DAVE, PHIL

DATE: 08/19/14

MODEL

PRICE

TOYOTA

\$ 15

RANGE ROVER

\$ 25

CADILLAC

\$ 15

CIVIC

\$ 10

RAIN

Total # 65

Total CARS = 4

NAME: PAUL, DAVE, ICB

DATE: 08/21/14

MODEL

PRICE

HONDA	\$15
CADILLAC	\$25
SATURN	\$10
TRUCK	\$30
VOLVO	\$15
MINI	\$10
MUSTANG	\$10
Grand Marquis	\$15
CORVETTE	\$15
CARAVAN	\$20

Total \$ 165

Total CARS = 10

NAME: DAVE, PAUL, ILE

DATE: 08/23/14

MODEL

PRICE

CHRYSLER

\$20

FORD

\$15

SATURN

\$10

COROLLA

\$15

VAN

\$20

Total \$ 80

total cars = 5

NAME: PAUL, DAVE, PHIL

DATE: 08/24/14

MODEL

PRICE

HONDA

\$15

TRUCK

\$20

CIVIL

\$15

CADILLAC

\$10

SATURN

\$10

MUSTANG

\$15

GM C

\$20

FORD

\$30

FORD

\$10

Total \$ 135

total CARS = 9

NAME: DAVE, PAUL, IKE

DATE: 08/26/14

MODEL

PRICE

MUSTANG	\$15
Grand marquis	\$20
MERCURY	\$20
TRUCK	\$40 MAX
SATURN	\$10
CIVIC	\$10
CONVERTIBLE	\$10
HAMEY	\$30

total: \$155

total CARS = 8

NAME: PAUL, DAVE, ILE

DATE: 08/28/14

MODEL

PRICE

CIVIC

\$ 10

VOLVO

\$ 20

MUSTANG

\$ 15

BMW

\$ 20

CARAVAN

\$ 15 out

BOAT

\$ 80 Full

Total : \$ 160,

total CARS = 6

NAME: PAUL, DAVE, RHL

DATE: 08/30/14

MODEL

PRICE

^
ACCORD

\$10

MUSTANG

\$15

CARAVAN

\$20

SATURN

\$10

Grand Marquis

\$20

BRD

\$20

CORVETTE

\$40 w/tyr

Total \$135

total CARS - 7

TIME: PAUL & DAVE PAUL

DATE: 09/03/14

MODEL

PRICE

HONDA

\$10

MUSTANG

\$15

Volvo

\$20

CADILLAC

\$20

TOTAL \$65
TOTAL \$65-4

NAME: PAUL, DAVE, & KE

DATE: 09/04/14

MODEL

PRICE

HONDA ACCORD

\$15

CADILLAC

\$15

CARAVAN

\$20

CHRISLER

\$40

VOLVO

\$10

grand marquis

\$15

CORVETTE

\$10

MUSTANG

\$15

CAMARO

\$15

Total; \$ 155

total cards 9

NAME; DAVE, PAUL, ILE

DATE: 09/06/14

MODEL

PRICE

MUSTANG

\$15

CARAVAN

\$20

PONTIAC

\$15

MERCURY

\$20

CIVIC

\$10

TOTAL; \$80

TOTAL CANS = 5

NAME: PAUL, IKE, PHIL

DATE: 09/07/14

MODEL

PRICE

BMW

\$15

HONDA

\$10

GMAC

\$20

CADILLAC

\$25

CHERY

\$15

MERCEDEZ

\$15

CARAVAN

\$20

total \$ = 120

total cars = 7

NAME: PAUL, IRE, DERRICK

DATE: 09/09/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$ 10
CADILLAC	\$ 20
SAURN	\$ 15
CHEVY	\$ 20
VOVO	\$ 15
TRUCK	\$ 25
MINICOOPER	\$ 10
CAMARO	\$ 15
MUSTANG	\$ 15

Total: \$ 145
Total CAPS: 9

NAME: DAVE, IRE, DENNICK

DATE: 09/10/14

<u>MODEL</u>	<u>PRICE</u>
TAURUS	\$15
CONQUA	\$10
CIVIC	\$10
VOLVO	\$40 max
BRMC	\$30

Total \$ 105
Total CARS - 5

NAME: DAVE, PAUL, IKE

DATE: 09/11/14

<u>MODEL</u>	<u>PRICE</u>
HONDA	\$ 10
COROLLA	\$ 15
MUSTANG	\$ 15
KIA	\$ 10
CORVETTE	\$ 25
CARAVAN	\$ 40 LEATHER
FERRARI	\$ 20
SPARK	\$ 10.

total \$ 145

total cars = 8

NAME: PAUL, DAVE, PHIL.

DATE: 09/12/14

MODEL

PRICE

Honda

\$15

VOLVO

\$10

Dodge RAM

\$20

FORD

\$30

total = \$ 75

total cars = 4

NAME: DAVE, PHIL, DLF

DATE: 09/14/14

<u>MODEL</u>	<u>PRICE</u>
CRV	\$20
Aceon	\$10
Volvo	\$15
Grand Marquis	\$15
Rodge	\$10
Ford	\$15
MAZDA	\$15
Honda	\$15
TRUCK	\$20+5
Harley	\$30
TAURUS	\$20
mini	\$10
Dodge Ram	\$25
SATURN	\$10

Total \$ 235

total cars = 14

NAME: PAUL, DAVE, IRE

DATE: 09/15/14

MODEL

PRICE

CIVIC

\$ 10

VOLVO

\$ 10

GRMC

\$ 20

CARAVAN

\$ 20

Accord

\$ 15

total: \$ 75

total cars = 5

NAME: PAUL, DAVE, IVE

DATE: 09/17/14

<u>MODEL</u>	<u>PRICE</u>
CARAVAN	\$ 20
CIVIC	\$ 10
PORSCHE	\$ 20
HONDA	\$ 10
SATURN	\$ 10
GM	\$ 20
CORVETTE	\$ 15
VOLVO	\$ 10
MAZDA	\$ 15

Total \$ 130

Total CANS = 9

NAME: PAUL, ILE, DENNIS

DATE: 09/18/14

MODEL

PRICE

Accord

\$15

Mini cooper

\$30 was

Limo

\$50

SAURN

\$10

MUSTANG

\$15

grand marquis

\$15

Total: \$135

total CARS = 6

NAME: PKUL, DAVE, PHIL

DATE: 09/18/14

MODEL

PRICE

CARAVAN

\$20

MUSTANG

\$15

MIATA

\$10

HARLEY

\$25

PORSCHE

\$20

CONVETTE

\$15

MINI COOPER

\$15

Total: \$ 120

total CANS 7

NAME: PAUL, DAVE, ICE

DATE: 09/20/12

MODEL

PRICE

HONDA

\$15

VOLVO

\$15

MAZDA

\$15

MUSTANG

\$15

CAMARO

\$10

CHALLENGER

\$20

Total \$90

total cans = 6

NAME: PAUL, DAVE, 1K5

DATE: 09/23/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	
MUSTANG	\$10
MAZDA	\$15
CARAVAN	\$15
CORVETTE	\$20
ACCORD	\$15
BENZ.	\$10
COROLLA	\$10
CAMRY	\$10
	\$15

total \$ 120

total cars = 9

NAME: PAUL, DAVE, IVE

DATE: 09/25

MODEL

PRICE

MIATA

\$15

COROLLA

\$10

HAMPER

\$20

PAID

total \$45

total CARS = 3

NAME: PAUL, DAVE, PHIL

DATE: 09/28/14

MODEL

PRICE

SATURN

\$15

CARAVAN

\$20

CITI

\$10

CIVIC

\$60

total \$ 55

total CANS = 4

NAME: PAUL, IKE

DATE: 09/26/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
CARAVAN	\$20
MITSUBISHI	\$15
COROLLA	\$15
TUNDRA	\$25
CORVETTE	\$15
JAGUAR	\$15

TOTAL: \$ 120
TOTAL CARS = 7

NAME: PAUL, DAVE, IKE

DATE: 10/01/14

MODEL

PRICE

ACCORD

\$15

CONVETTE

\$20

DODGE

\$25

JAGUAR

\$10

Escalade

\$25

total \$95

total CANS = 5

ME: Paul, ICE

DATE: 10/03/14

<u>MODEL</u>	<u>PRICE</u>
FIAT	\$10
Dodge	\$15
F-150	\$25
GMC	\$20
HARLEY	\$30
RODS	\$20
BMW	\$15
CIVIC	\$15
Accord	\$15
Mini	\$10
BENTLEY	\$15

Total \$190

total CARS=11

NAME: PAUL, DAVE, ILE

DATE: 10/04/14

MODEL

PRICE

COROLLA

\$15

TUNDRA

\$20 out

PAM

\$25

CORVETTE

\$15

BENZ

\$10

MUSTANG

\$15

total \$100

total CARS 6

NAME: PAUL, I KE, PHIL

DATE: 10/06/14

MODEL

PRICE

MINI

\$10

CHEVY

\$15

LOTUS

\$15

Dodge

\$10

Chrysler 300

\$15

FORD 150

\$20

TAURUS

\$10

BMW

\$15

BENZ

\$20

CAMARO

\$15

total \$145

total CARS = 10

NAME: Paul, Dave, Iles

DATE: 10/07/14

MODEL

PRICE

CIVIC

\$ 15

TOYOTA

\$ 15

BENZ

\$ 10

MINI

\$ 10

SAGUNA

\$ 15

VAN

\$ 25

total \$ 90

total CANS = 6

NAME: DAVIS, PAUL, PHIL

DATE: 10/09/14

MODEL

PRICE

Honda

\$15

van

\$20

Bmw

\$15

Titan

\$25

PAUL

total \$ 75

total cans = 4

NAME: PAUL, IRE, DERIK

DATE: 10/10/14

MODEL

PRICE

Corolla

\$15

VW-CHEVY

\$20

Jaguar

\$30 leather

tundra

\$25

Ford

\$20

Scion

\$15

Jetta

\$10

Porsche

\$15

Chevy

\$20

MITSUBISHI

\$10

total \$180

total cans = 10

NAME: DAVE, PAUL, IVCO

DATE: 10/12/14

MODEL

PRICE

PONTIAC
HONDA 2000
ACCORD
BMW
JAGUAR
CORVETTE
DODGE
RAM
FORD F-150
CIVIC
CHEVY

\$10
\$15
\$10
\$15
\$20
\$15
\$20
\$40
\$30
\$10
\$15

Total \$ 200
Total CASH 11

NAME: DAVE, PAUL, IKE

DATE: 10/14/14

MODEL

PRICE

Honda

\$15

Bmw

\$15

BENZ

\$20

CARAVAN

\$15 out

Chrysler

\$20

Range Rover

\$25

Kia

\$10

Mercury

\$15

total \$135

total cars = \$

NAME: PAUL, NIVE, IKE

DATE: 10/15/14

MODEL

PRICE

HONDA

\$15

Jaguar

\$15

Grand Marquis

\$15

CHRY

\$10

Range Rover

\$25.50

Mustang

\$15

Buick

\$10

total \$ 110

total cars = 7

NAME: PAUL, ICE, DERRICK

DATE: 10/17/14

MODEL

PRICE

BMW

\$15

COROLLA

\$10

CHEVY

\$15

F150

\$25

TUNDRA

\$25

BENZ

\$10

LAGUER

\$15

PONTIAC

\$10

Mata

\$15

RX-8

\$15

total \$ 155

total cars 10

NAME: PAUL DAVE, PHU.

DATE: 10/19/14

MODEL

PRICE

BMW

\$15

BENZ

\$15

COROLLA

\$10

F-150

\$25

JAGUAR

\$10

CHEVY

\$15

total \$ 90

total cans = 6

NAME: DAVE, IKE, DERRICK DATE: 10/22/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
Range Rover	\$25
MITSUBISHI	\$15
Bmw	\$15
COROLLA	\$15
TRUCK	\$20
SCION	\$15
KIA	\$10
CORVETTE	\$10
DODGE	\$20
FORD	\$20
SUBARU	\$10
SATURN	\$15
HARLEY	\$30
Limo	\$50
PONTIAC	\$20
AMARO	\$1

Total \$ 320

total cars = 17

NAME: PAUL, IRO, DERRICK

DATE: 10/24/14

<u>MODEL</u>	<u>PRICE</u>
Accord	\$15
Bmw	\$15
BENZ	\$20
Scion	\$10
Civic	\$15
VAN	\$30
BRAT	\$150 -

total \$ 245

total CARS = 7

NAME: PAUL, DAVE, PHIL

DATE: 10/26/11

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
BMW	\$15
Range Rover	\$25
CHEVY	\$20
SCION	\$15
COROLLA	\$10

total: \$100
total CANS = 6

NAME: PAUL, PHU, DERRICK

DATE: 10/28/14

MODEL

PRICE

RANGE Rover

\$ 25

CARAVAN

\$ 20

BMW

\$ 15

BENZ

\$ 10

COROLLA

\$ 15

CIVIC

\$ 10

TUNDRA

\$ 25

SCION

\$ 10

total \$ 130

total CANS = 8

NAME: PAUL, DAVE, ILL

DATE: 10/30/14

MODEL

PRICE

BMW

\$15

CIVIC

\$10

COMET

\$10

SCION

\$15

Range Rover

\$25

FORD

\$15

Dodge

\$10

total \$100

total cars = 7

NAME: PAUL, IVE; DENICK

DATE: 11/01/14

<u>MODEL</u>	<u>PRICE</u>
Honda	\$15
CARAVAN	\$20
Scion	\$15
Buick	\$10
Jaguar	\$15
Accord	\$40 MAX.

total \$ 115

total CARS = 6

NAME: PAUL, DAVE, DERRICK

DATE: 11/02/14

MODEL

PRICE

SCION

\$15

CIVIC

\$10

CAMRY

\$15

DODGE

\$20

CHALLENGER

\$20

BUICK

\$10

COROLLA

\$10

RAM

\$25

FORD -

\$40

RANGE ROVER

\$25

PORSCHE

\$15

CARAVAN

\$20

BMW

\$15

MAZDA

\$16

total \$250

total cars = 14

NAME: PAUL, IKE,

DATE: 11/03/14

MODEL

PRICE

SCION

\$15

CIVIC

\$15

TRUCK

\$20

PAID

total \$ 50

total cars = 3

NAME: PAUL, DAVE, PAUL

DATE: 11/05/14

MODEL

PRICE

Honda

\$15

Truck

\$20

Bmw

\$15

Scion

\$10

Corolla

\$10

F-150

\$30

Bentley

\$25

Ford

\$30

Camry

\$15

Camaro

\$15

Delta

\$15

Limo

\$50

Civic

\$10

Harley

\$40

Bmw 323

\$15

Mazda

\$15

Range Rover

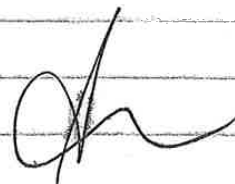
\$25

Austin Martin

\$50 max

total: \$445

total cans 18



NAME: PAUL, DAVE, PHIL

DATE: 11/06/14

MODEL

PRICE

Honda

\$15

Campy

\$15

Bump

\$15

Scion

\$15

total \$ 60
total cars = 4

NAME: PAUL PAUL DOMICK

DATE: 11/08/14

MODEL

PRICE

BMW	\$15
Honda	\$10
BMC	\$20
Buick	\$15
CADILLAC	\$20
FORD	\$20
RAM	\$25
CORVETTE	\$15
FERRARI	\$15

NAME: PAUL, DAVE

DATE: 11/09/14

MODEL

PRICE

CIVIC

\$15

Accord

\$15

Chrysler

\$15

Bmw

\$15

BENZ

\$15

SONATA

\$15

FIAT

\$10

BENTLEY

\$20

PONTIAC

\$15

TRUCK

\$25

CAMARON

\$50 WAX

total \$210

total CARS = 11

NAME: PAUL, DAVE, PHIL

DATE: 11/11/14

MODEL

PRICE

Campy

\$15

Accorns

\$15

FIAT

\$15

F-150

\$25

RAM

\$20

SATURN

\$15

total \$ 105

total cans = 6

NAME: PAUL, DAVE, IKE

DATE: 11/12/14

MODEL

PRICE

CIVIC

\$15

Dodge

\$20

Ford

\$15

ACURA

\$15

COROLLA

\$15

CORVETTE

\$15

HONDA

\$15

RAM

\$15 out

total \$ 125
total cans - 8 -

NAME: PAUL, DAVE, PHIL

DATE: 11-13-14

MODEL

PRICE

Honda

\$15

BMW

\$15

Wagon

\$10

TOYOTA

\$15

total: \$ 55
total cans = 4

NAME: DERICK, PAUL, ICE

DATE: 11/15/14

<u>MODEL</u>	<u>PRICE</u>
CIVIC	\$15
COROLLA	\$15
SCION	\$15
Dodge	\$15
grand marquis	\$20
CAMARO	\$15
mercury	\$10
300	\$10
Porsche	\$20
mercedes	\$50 max

total \$185
total CARS = 10

NAME: PAUL, DAVE, PHIL

DATE: 11/17/14

MODEL

PRICE

BENZ

\$20

CHEVY

\$40

PAM

\$25

FORD 150

\$26

TAURUS

\$10

SUBARU

\$15

MERCEDES

\$15

total \$145
total cars = 7

NAME: DAVE, PAUL, ILE

DATE: 11/18/14

MODEL

PRICE

SCION

\$15

TAURUS

\$15

CAMRY

\$15

HONDA

\$15

GALLANT

\$10

AUSTIN

\$20

GMC

\$25

VOLVO

\$15

CORVETTE

\$15

MUSTANG

\$15

total \$ 160

total cars = 10

NAME: PAUL, IVE, DERRICK

DATE: 11-20-14

MODEL

PRICE

CIVIC

\$15

RANGE ROVER

\$15 out

COROLLA

\$10

TRAIN

total: \$40
total cases 3

NAME: DERRICK, PAUL,

DATE: 12-01-14

MODEL

PRICE

HONDA

\$15.

BMW

\$15

COROLLA

\$15

BMW

\$15

PORSCHE

\$15

TRUCK

\$25

CARAVAN

\$20

DODGE

\$10

FORD

\$10

RAM

\$25

MUSTANG

\$15

total \$150

total CARS = 11

NAME: PAUL, DAVE, PHIL

DATE: 12/03/14

MODEL

PRICE

CIVIC

\$15

CAMRY

\$15

CAMARO

\$15

RAM

\$25

F-150

\$25

total \$95

total CARS = 5

NAME: PAUL, IKE, DERRICK

DATE: 12/05/1

<u>MODEL</u>	<u>PRICE</u>
PONTIAC	
BENZ	\$15
BMW	\$15
CHEVY	\$15
NISSAN	\$20
DODGE	\$10
CORVETTE	\$15
RANGE ROVER	\$15
SUBARU	\$25
	\$10

total : \$140

total cars = 9

NAME; PAUL, DAVE, PHIL

DATE: 12/09/11

MODEL

PRICE

CIVIC	\$15
CAMRY	\$15
COROLLA	\$15
SCION	\$15
MERCEDES	\$15
TUNORA	\$15
JAGUAR	\$25
	\$15

total \$115
total CANS = 7

NAME: PAUL, DAVE, IKB

DATE: 12/15/14

MODEL

PRICE

CAMRY
COROLLA

\$15

\$15

BMW
Range Rover

\$15

\$25

Civic

\$15

VOLVO

\$15

total \$100

total cans = 6

NAME: DAVE, PAUL, DEBO

DATE: 12/17/14

MODEL

PRICE

SUBARU

\$15

HONDA

\$15

RAM

\$25

ROVER

\$25

CONVETTE

\$15

SCION

\$15

CAMRY

\$15

SATURN

\$15

RAM1500

\$25

F150

\$25

CHEVY

\$15

total \$ 205
total CARS = 11

NAME: PAUL, IKE

DATE: 12/20/14

MODEL

PRICE

CAMPY

\$15

CIVIC

\$15

PUNADA

\$25

SCION

\$15

TRUCK

\$15 out

ACCORD

\$15

TAURUS

\$15

CHEVY

\$15

JAGUAR

\$15

Hallandale Hand Car Wash

	Car Type	In	Out	Wax	Shampoo	price	
1	Ford Taurus		✓			\$ 10	✓
2	Infinity sm SUV	✓	✓			\$ 20	✓
3	Lexus	✓	✓			\$ 15	✓
4	Infinity	✓	✓		3100+3	\$ 30	✓
5	Lancer	✓	✓			\$ 15	✓
6	Saturn		✓			\$ 10	✓
7	Buick	✓	✓			\$ 15	✓
8	Caddy SUV	✓	✓			\$ 20	✓
9	Caddy cts	✓	✓			\$ 15	✓
10	Ford kit car		✓			\$ 10	✓
11	SUZUKI AERIO	✓	✓			\$ 15	✓
12	Honda civic	✓	✓			\$ 15	✓
13	Chevy Suburban	✓	✓			\$ 25	✓
14	Explorer pickup	✓	✓			\$ 20	✓
15	300	✓	✓			\$ 15	✓
16	Chevy	✓	✓			\$ 15	✓
17	Lexus sm SUV		✓			\$ 15	✓
18	Chevy	✓	✓			\$ 15	✓
19	Ford Explorer	✓	✓			\$ 20	✓
20	Mazda sm SUV	✓	✓	✓		\$ 75	✓
21	F150	✓	✓			\$ 20	✓
22	Jetta	✓	✓			15	✓
23	Civic	✓	✓			15	✓
24	300	✓	✓			15	✓
25	Accord	✓	✓			15	✓

NAME: DANIEL, DERICK DATE: 12-22-14

<u>MODEL</u>	<u>PRICE</u>
COROLLA	\$15
CIVIC	\$15
DODGE	\$15
TUNDRA	\$25
SUBARU	\$15
TAURUS	\$15
PENINSULA	\$15

total = \$115
total cars = 7

Canary		✓		10	Jason ✓
Chips		✓		10	See COAIG
Taboo	✓	✓		25	✓
Escape	✓	✓		20	✓
Honda	✓	✓		20	✓
Lexus		✓		10	✓
Mazda		✓		10	✓
Benz	✓	✓		15	✓
Benz		✓		10	✓
Toyota	Wash Car				
Honda	✓	✓		15	✓
Benz (Black)		✓		10	✓
Corvette	✓	✓		10	✓
Isuzu Altima	✓	✓		15	✓
Benz (White)		✓		10	✓
Explorer		✓		15	✓
Lexus	✓	✓		15	✓
Taurus	✓	✓		15	✓
9) GMC truck		✓		25	✓
1) Caddy	✓	✓		25	✓
1) Honda pilot	✓	✓		20	✓
10) Altima	✓	✓		15	✓
11) Infinity	✓	✓		15	✓
14) Canary		✓		10	✓
15) Dodge Avenger		✓		10	✓
6) Buick	✓	✓		15	✓
17) Trail Blazer	✓	✓		See DAVID	✓
25) Honda		✓		10	✓

Car	Wm	Out	wax	Shampoo	Price	Payed
					15	✓
BMW	✓	✓			25	✓
Dodge Van	✓	✓			15	
At Honda range					25	✓
Van	✓	✓			15	✓
Maxima	✓	✓			10	✓
Chevy SSR		✓			15	✓
Accord	✓	✓			40	✓
Ren BMW	✓	✓		✓	20	✓
Mazda	✓	✓			10	✓
10 Toyota		✓			15	✓
11 Jetta					10	✓
12 Porche 911		✓			15	✓
13 Honda Accord	✓	✓			10	✓
14 Lincoln town car		✓			30	✓
15 Tour Van	✓	✓			15	✓
16 TRUCK		✓				

#280

~~Lady's Da~~

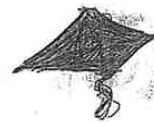
Sheet1

See Paul for
\$60

step 4	date	\$\$\$	# cars	empl:

[illegible]

CASH
210
SDE Paul for 160
Jocar wash



15 owed take
from
his pay

Page 1

\$270 - 60 for

Hollandale Hand

money

Car wash

Car Type	In	Out	wax	Shampoo	price	paid	
1.) 2 Bikes					\$ 20	✓	wash
2.) Dodge Van	✓	✓			\$ 30	✓	
3.) Toyota	✓	✓			\$ 15	✓	
4.) VW Golf	✓	✓			\$ 15	✓	
5.) Benz ML 320	✓	✓			\$ 20	✓	
6.) Titan		✓			\$ 15	✓	
7.) Vet	✓	✓			\$ 15	✓	
8.) Sebrind	✓	✓			\$ 15	✓	card
9.) Impala		✓			\$ 10	✓	
0.) Camary		✓			\$ 10	✓	
1.) neon		✓			\$ 10	✓	
2.) Teep	✓	✓			\$ 15	✓	
3.) Camary	✓	✓			\$ 15	✓	
4.)					\$		
5.)					\$		
6.)					\$		

Car	In	Out	WAX	Shampoo	Price	Payed
Civic	✓	✓			15	✓
Caddy SUV	✓	✓			25	✓
CRV	✓	✓			20	✓
Ford Fusion		✓			15	✓
Cordoba	✓	✓			15	✓
Sebring	✓	✓			15	✓
Altima	✓	✓			15	✓
Camaro	✓	✓			15	✓
LEXUS SUV	✓	✓			20	✓
FAIRFAIR caddy		✓			10	✓
Jeep	✓	✓			25	✓
Corolla	✓	✓			15	✓
Mantecarb		✓			10	✓
Scalade		✓			20	✓
Pontiac	✓	✓			15	✓
Nazda	✓	✓			15	✓
Altima	✓	✓			15	✓
Handi Sonota	✓	✓			15	✓
Station	✓	✓			15	✓
Caddy	✓	✓			15	✓
Benz		✓			10	✓
Bike					10	✓
Bike					10	✓
Impala	✓	✓			15	✓
E250	✓	✓			25	✓
10110	✓				10	✓

NAME: DAVE, PHIL,

DATE: 12/27/14

MODEL

PRICE

CIVIC

\$15

ACCORD

\$15

TAURUS

\$15

SCION

\$15

FORD

\$20

DODGE

\$15

CONVERTIBLE

\$15

total - \$110

total cars - 7

RESOLUTION NO. 2020-027

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE REIMBURSEMENT OF REASONABLE PRIVATE LEGAL EXPENSES TO HOWARD P. CLARK JR. PURSUANT TOWN OF PEMBROKE PARK ORDINANCE NO. 18-10-03; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Commission enacted Ordinance 18-10-03 on October 10, 2018, to provide reimbursement of legal expenses for Town officials regarding certain legal proceedings enumerated in the Ordinance; and

WHEREAS, Vice-Mayor Howard P. Clark Jr. has petitioned the Town Commission for reimbursement of his legal expenses as set forth in the attached Exhibit A, as required by Section 2-278(a), Pembroke Park Code of Ordinances; and

WHEREAS, Town Commission has determined that the filed petition by Vice-Mayor Howard P. Clark Jr. meets the criteria of Section 2-276(d), Pembroke Park Code of Ordinances, required for reimbursement; and

WHEREAS, the Town Commission has determined that the request by Vice-Mayor Clark for reimbursement of prior legal expenses in the amount of \$11,169.98 is permitted by Section 2-278(a), Pembroke Park Code of Ordinances.

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

Section 1: That Town Commission Hereby authorizes the reimbursement of reasonable private legal expenses to Vice-Mayor Howard P. Clark Jr. in the amount of \$11,169.98 as authorized by Section 2-278(a), Pembroke Park Code of Ordinances.

Section 2: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 3: That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED, this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

RESOLUTION NO. 2020-028

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE REIMBURSEMENT OF REASONABLE PRIVATE LEGAL EXPENSES TO ASHIRA A. MOHAMMED PURSUANT TOWN OF PEMBROKE PARK ORDINANCE NO. 18-10-03; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Commission enacted Ordinance 18-10-03 on October 10, 2018, to provide reimbursement of legal expenses for Town officials regarding certain legal proceedings enumerated in the Ordinance; and

WHEREAS, Mayor Ashira A. Mohammed has petitioned the Town Commission for ratification of payment of her private legal expenses previously paid in the amount of \$2,275.00 and reimbursement of her current legal expenses in the amount of \$227.50 as set forth in the attached Exhibit A, as required by Section 2-278(a), Pembroke Park Code of Ordinances; and

WHEREAS, Town Commission has determined that the petition filed by Mayor Mohammed meets the criteria of Section 2-276(d), Pembroke Park Code of Ordinances required for reimbursement; and

WHEREAS, the Town Commission has determined that the request by Mayor Mohammed for reimbursement of private legal expenses in the amount of \$2,502.50 is permitted by Section 2-278(a), Pembroke Park Code of Ordinances.

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

Section 1: That Town Commission ratifies the previous payment of private legal expenses in the amount of \$2,275.00 and authorizes the reimbursement of private legal expenses in the amount of \$227.50 to Mayor Ashira A. Mohammed as authorized by section 2-278(a),

Pembroke Park Code of Ordinances.

Section 2: That all Resolutions or parts of Resolutions in conflict herewith be and the same are hereby superseded to the extent of such conflict.

Section 3: That this Resolution shall be in force and take effect immediately upon its passage and adoption.

PASSED AND ADOPTED, this 12th day of February, 2020.

ATTEST:

ASHIRA A. MOHAMMED
Mayor-Commissioner

GEOFFREY JACOBS
Clerk-Commissioner

LAW OFFICES
RYAN & RYAN, LLC
THIRD FLOOR
700 EAST DANIA BEACH BOULEVARD
DANIA BEACH, FLORIDA 33004-3090

ARCHIE J. RYAN III
TIMOTHY M. RYAN
CHRISTOPHER J. RYAN*
MICHAEL L. SEIGER
ALENA LULCHAK
*Board Certified City,
County and Local
Government Lawyer

TELEPHONE 954.920.2921
FACSIMILE 954.921.1247

MEMORANDUM

To: Ashira Mohammed, Mayor-Commissioner
Howard P. Clark, Jr., Vice Mayor-Commissioner
Georgina Cohen, Commissioner
Geoffrey Jacobs, Clerk-Commissioner
Reynold Dieuville, Commissioner
Agatha Muse-Salters, Town Manager
Newall J. Daughtry, Assistant Town Manager

From: Christopher J. Ryan, Esq., Town Attorney 

Re: Indemnification of Town Officials

Date: September 23, 2019

Our File Number: FN24226E

The Town Commission enacted Ordinance No. 18-10-03 on October 10, 2018, to codify the Town policy relating to reimbursement of Town officials for legal expenses incurred while the officials are acting within the scope of their official duties and employment with the Town and while serving a public purpose. The purpose of the policy is to provide legal representation to Town officials when they are parties to a legal action in order to serve the substantial public interest of protecting the welfare of officials, thereby permitting those officials to faithfully perform their official duties without fear of civil reprisal or retribution. There are currently two requests for reimbursement for attorney's fees pending before the Town Commission for legal services related to interviews between Town Commissioners and the Office of Inspector General ("OIG").

The first issue is to determine whether or not the request for legal services is included in the provisions of the Ordinance. Section 2-277, Pembroke Park Code of Ordinances, provides that:

(d) An official who is subpoenaed or interviewed by another governmental office or agency (or an investigator or agent thereof) or

in connection with litigation against the Town shall be reimbursed for reasonable private legal expenses incurred relating to said subpoena or interview provided such actions arose out of or in connection with the performance of their official duties and while serving a public purpose.

The Mayor and the Vice-Mayor were both interviewed by the OIG, a governmental agency, in relation to their officials duties while serving a public purpose. Accordingly, both officials qualify under the provisions of Section 2-277.

The procedure for consideration of the request for reimbursement of attorney's fees is set forth in Section 2-278(a), Pembroke Park Code of Ordinances, which provides as follows:

It shall be the responsibility of the official to whom this policy applies to petition the Town Commission for reimbursement of reasonable private legal expenses and provide a copy of the petition to the Town Clerk. Upon receipt of the petition, the Town Clerk shall schedule the petition on the agenda of a meeting of the Town Commission. The Town Commission shall then review the petition and determine if the petitioner shall be reimbursed and, if so, in what amount.

Once the officials have submitted their petition for reimbursement of attorney's fees, the Town Commission will consider the petition submitted by the officials to determine if the officials are entitled to reimbursement for their attorney's fees, and if so, the proper amount of reimbursement for their attorney's fees.

3,037.47 +
 2,124.38 +
 2,104.42 +
 708.13 +
 991.38 +
 865.2 +
 278.1 +
 92.7 +
 154.5 +
 185.4 +
 30.9 +
 30.9 +

012

10,603.48 *
566.50
 11,169.98

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

June 06, 2017

Invoice No. 132785
Billed Through 05/31/2017

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

OIG Investigation

13430-00001	AP	
Balance Forward		\$2,682.12
Less Payments Received		\$2,682.12
Net Balance Forward		\$0.00

FOR PROFESSIONAL SERVICES RENDERED

04.14.17	ASP	Phone conferences with Howard Clark regarding inspector general report	0.50 hrs	\$275/hr	\$137.50
04.18.17	ASP	Meeting with Howard Clark regarding OIG investigations	2.00 hrs	\$275/hr	\$550.00
05.01.17	ASP	Phone conference with Howard Clark	0.30 hrs	\$275/hr	\$82.50
05.02.17	ASP	Legal Research of Florida Statutes and Broward code of ethics	1.50 hrs	\$275/hr	\$412.50
05.02.17	ASP	Phone conference with Howard Clark	0.40 hrs	\$275/hr	\$110.00
05.04.17	AP	Travel to and attend meeting with client and Ms. Breece (Broward Office of Inspector General).	3.50 hrs	\$310/hr	\$1,085.00
05.05.17	ASP	Phone conferences with Howard Clark	0.30 hrs	\$275/hr	\$82.50
05.08.17	ASP	Phone conference with Howard Clark regarding interview	0.20 hrs	\$275/hr	\$55.00
05.16.17	AP	Telephone conference with Mr. Clark.	0.50 hrs	\$310/hr	\$155.00
05.16.17	AP	Follow up telephone conference with Mr. Clark.	0.60 hrs	\$310/hr	\$186.00
05.25.17	AP	Telephone conference with Mr. Clark.	0.30 hrs	\$310/hr	\$93.00
Total fees for this matter			10.10 hrs		\$2,949.00

BILLING SUMMARY

Parke, Andre S.	5.20 hrs	275.00 /hr	\$1,430.00
Prudenti, Angela	4.90 hrs	310.00 /hr	\$1,519.00
TOTAL FEES			\$2,949.00
ADMINISTRATIVE CHARGE			\$88.47
TOTAL CURRENT CHARGES FOR THIS INVOICE			\$3,037.47

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

November 08, 2017

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 136799
Billed Through 10/31/2017

*Billed Clerk
ck# 1284*

*11/15/17
Paid in Full*

*On 6/12/17
ck# 1248
\$3,037.47*

OIG Investigation

13430-00001 AP

Balance Forward

\$3,037.47

Less Payments Received

\$3,037.47

Net Balance Forward

\$0.00

FOR PROFESSIONAL SERVICES RENDERED

10.16.17 ASP	Phone conference with Howard Clark	0.30 hrs	\$275/hr	\$82.50
10.16.17 ASP	Review of Inspector General Report for City of Pembroke Park	2.00 hrs	\$275/hr	\$550.00
10.17.17 ASP	Phone conference with Howard Clark regarding review of OIG investigative report and next steps	0.20 hrs	\$275/hr	\$55.00
10.19.17 ASP	Phone conference with Howard Clark regarding meeting	0.20 hrs	\$275/hr	\$55.00
10.19.17 ASP	Travel to Town of Pembroke Park; meeting with Town Attorney Ryan and Vice Mayor Clark regarding rebuttal to OIG	2.50 hrs	\$275/hr	\$687.50
10.24.17 ASP	Phone conference with Howard Clark; prepare correspondence to Chris Ryan	0.70 hrs	\$275/hr	\$192.50
10.25.17 ASP	Phone conference with Howard Clark regarding status of City response to OIG	0.20 hrs	\$275/hr	\$55.00
10.27.17 ASP	Phone conference with Commissioner Clark	0.70 hrs	\$275/hr	\$192.50
10.27.17 ASP	Review of OIG response to request for extension of time	0.10 hrs	\$275/hr	\$27.50
10.30.17 ASP	Phone conference with Howard Clark	0.50 hrs	\$275/hr	\$137.50
10.31.17 ASP	Review of email correspondence from Howard Clark regarding workshop meeting.	0.10 hrs	\$275/hr	\$27.50

Total fees for this matter

7.50 hrs
\$2,062.50

BILLING SUMMARY

Parke, Andre S.

7.50 hrs	275.00 /hr	\$2,062.50
TOTAL FEES		\$2,062.50
ADMINISTRATIVE CHARGE		\$61.88
TOTAL CURRENT CHARGES FOR THIS INVOICE		\$2,124.38

THIS STATEMENT IS ATTORNEY WORK PRODUCT AND A CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATION.



Sachis Sax Caplan accepts the above credit cards in payment for services.

Due Upon Receipt

Mail payments to: PO Box 810878, Boca Raton, FL 33481

A finance charge of 1% per month will be added to any unpaid balance over 60 days from invoice date.

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

December 07, 2017

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 137534
Billed Through 11/30/2017

OIG Investigation

13430-00001 AP

Balance Forward

\$2,124.38

Less Payments Received

\$2,124.38

Net Balance Forward

\$0.00

12/14/17
Blue Checking
Ch# 1288
Paid in Full
\$2,104.42

FOR PROFESSIONAL SERVICES RENDERED

11.01.17 ASP	Travel to and attend City of Pembroke Park meeting.	1.60 hrs	\$275/hr	\$440.00
11.03.17 ASP	Review of letter from Ryan and Ryan.	0.10 hrs	\$275/hr	\$27.50
11.06.17 ASP	Phone conference with Howard Clark.	0.20 hrs	\$275/hr	\$55.00
11.06.17 ASP	Prepare response to OIG preliminary report.	2.20 hrs	\$275/hr	\$605.00
11.07.17 ASP	Phone conference with Howard Clark regarding response to OIG report.	0.30 hrs	\$275/hr	\$82.50
11.07.17 ASP	Prepare email correspondence to Chris Ryan.	0.10 hrs	\$275/hr	\$27.50
11.07.17 ASP	Review of Town of Pembroke Park response to OIG preliminary report.	0.20 hrs	\$275/hr	\$55.00
11.08.17 ASP	Phone conference with Howard Clark.	0.20 hrs	\$275/hr	\$55.00
11.09.17 ASP	Phone conference with Howard Clark regarding workshop.	0.20 hrs	\$275/hr	\$55.00
11.13.17 ASP	Review of email correspondence from Howard Clark regarding Town response OIG.	0.20 hrs	\$275/hr	\$55.00
11.13.17 ASP	Review of email correspondence from Chris Ryan and response to OIG report from the Town of Pembroke Park.	0.30 hrs	\$275/hr	\$82.50
11.15.17 ASP	Review of correspondence from legal counsel for Todd Larson. Phone conference with Howard Clark regarding OIG.	0.60 hrs	\$275/hr	\$165.00
11.17.17 ASP	Review final Town of Pembroke Park response to OIG inquiry.	0.20 hrs	\$275/hr	\$55.00
11.27.17 ASP	Review of email correspondence from OIG regarding report; Phone conferences with Howard Clark.	1.00 hrs	\$275/hr	\$275.00
	Total fees for this matter	7.40 hrs		\$2,035.00

EXPENSES

30.17 FedEx; Invoice # 599292200; Courier Service to Michael Mee Deputy Inspector 11/7/17
from Andre Parke \$8.37

Total expenses for this matter**\$8.37****BILLING SUMMARY**

Parke, Andre S.	7.40 hrs	275.00 /hr	\$2,035.00
TOTAL FEES			\$2,035.00
TOTAL EXPENSES			\$8.37
ADMINISTRATIVE CHARGE			\$61.05
TOTAL CURRENT CHARGES FOR THIS INVOICE			\$2,104.42

THIS STATEMENT IS ATTORNEY WORK PRODUCT AND A CONFIDENTIAL ATTORNEY-CLIENT COMMUNICATION.



Sachs Sax Caplan accepts the above credit cards in payment for services.

Due Upon Receipt

Mail payments to: PO Box 810878, Boca Raton, FL 33481

A finance charge of 1% per month will be added to any unpaid balance over 60 days from invoice date.

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

January 05, 2018

Invoice No. 137940
Billed Through 12/31/2017

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

OIG Investigation

13430-00001- AP

Balance Forward \$2,104.42
Less Payments Received \$2,104.42

Net Balance Forward \$0.00

FOR PROFESSIONAL SERVICES RENDERED

12.01.17 ASP	Phone conference with Howard Clark regarding OIG.	0.30 hrs	\$275/hr	\$82.50
12.21.17 ASP	Review of Preliminary Inspector General Report. Phone conference with Howard Clark.	1.50 hrs	\$275/hr	\$412.50
12.27.17 ASP	Further Review of OIG Preliminary report.	0.70 hrs	\$275/hr	\$192.50
Total fees for this matter			2.50 hrs	\$687.50

BILLING SUMMARY

Parke, Andre S.

2.50 hrs 275.00 /hr \$687.50

TOTAL FEES

2.50 hrs

ADMINISTRATIVE CHARGE

\$687.50

\$20.63

\$708.13

TOTAL CURRENT CHARGES FOR THIS INVOICE

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

February 06, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 138923
Billed Through 01/31/2018

OIG Investigation

13430-00001-AP

Balance Forward

\$708.13

Less Payments Received

\$708.13

Net Balance Forward

\$0.00

FOR PROFESSIONAL SERVICES RENDERED

01.08.18 ASP	Phone conference with Howard Clark.	0.20 hrs	\$275/hr	\$55.00
01.09.18 ASP	Phone conference with Howard Clark regarding response to OIG.	0.40 hrs	\$275/hr	\$110.00
01.09.18 ASP	Review of OIG report. Prepare letter to Inspector General.	1.00 hrs	\$275/hr	\$275.00
01.19.18 ASP	Phone conference with Howard Clark regarding OIG response.	0.30 hrs	\$275/hr	\$82.50
01.22.18 ASP	Review of email correspondence from OIG regarding extension.	0.10 hrs	\$275/hr	\$27.50
Total fees for this matter				\$550.00

BILLING SUMMARY

Parke, Andre S.

TOTAL FEES	2.00 hrs	275.00 /hr	\$550.00
ADMINISTRATIVE CHARGE	2.00 hrs		\$550.00
TOTAL CURRENT CHARGES FOR THIS INVOICE			\$16.50
			<u>\$566.50</u>

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

February 09, 2018

Invoice No. 138999
Billed Through 02/28/2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

OIG Investigation

13430-00001 - AP

Balance Forward \$708.13
Less Payments Received \$708.13

Net Balance Forward \$0.00

FOR PROFESSIONAL SERVICES RENDERED

01.08.18 ASP	Phone conference with Howard Clark.	0.20 hrs	\$275/hr	\$55.00
01.09.18 ASP	Phone conference with Howard Clark regarding response to OIG.	0.40 hrs	\$275/hr	\$110.00
01.09.18 ASP	Review of OIG report. Prepare letter to Inspector General.	1.00 hrs	\$275/hr	\$275.00
01.17.18 ASP	Review of response from City of Pembroke Park. Phone conference with Aram Bloom, attorney for Todd Larson.	0.30 hrs	\$275/hr	\$82.50
01.19.18 ASP	Phone conference with Howard Clark regarding OIG response.	0.30 hrs	\$275/hr	\$82.50
01.22.18 ASP	Review of email correspondence from OIG regarding extension.	0.10 hrs	\$275/hr	\$27.50
02.02.18 ASP	Review of OIG Final Report of Pembroke Park mismanagement investigation	1.00 hrs	\$275/hr	\$275.00
02.02.18 ASP	Phone conference with Howard Clark regarding mismanagement investigation	0.20 hrs	\$275/hr	\$55.00
Total fees for this matter				\$962.50

BILLING SUMMARY

Parke, Andre S.

3.50 hrs	275.00 /hr	\$962.50
TOTAL FEES		
3.50 hrs		\$962.50
ADMINISTRATIVE CHARGE		
		\$28.88
TOTAL CURRENT CHARGES FOR THIS INVOICE		
		\$991.38

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

July 06, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 142471
Billed Through 06/30/2018

Town of Pembroke Park adv Progressive Waste

13430-00002 ASP

Blue Checking
#1297
07/11/18
\$865.20
Paid in full

FOR PROFESSIONAL SERVICES RENDERED

06.15.18 ASP	Review of complaint and various pleadings filed related to Progressive Waste claims against Town of Pembroke Park	2.00 hrs	\$300/hr	\$600.00
06.15.18 ASP	Phone conference with Howard Clark regarding Progressive claims	0.40 hrs	\$300/hr	\$120.00
06.18.18 ASP	Phone conference with Howard Clark regarding Progressive Waste claims	0.30 hrs	\$300/hr	\$90.00
06.18.18 ASP	Prepare email correspondence to Howard Clark	0.10 hrs	\$300/hr	\$30.00
Total fees for this matter			2.80 hrs	\$840.00

BILLING SUMMARY

Parke, Andre S.	2.80 hrs	300.00 /hr	\$840.00
TOTAL FEES			\$840.00
ADMINISTRATIVE CHARGE			\$25.20
TOTAL CURRENT CHARGES FOR THIS INVOICE			\$865.20

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

August 08, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 143222
Billed Through 07/31/2018

Town of Pembroke Park adv Progressive Waste

13430-00002 ASP

Blue Checking
CK # 1298
8/13/18 \$278.10
Paid in Full

Balance Forward \$865.20
Less Payments Received \$865.20

Net Balance Forward \$0.00

FOR PROFESSIONAL SERVICES RENDERED

07.10.18 ASP Phone conference with Howard Clark \$180.00
07.16.18 ASP Phone conference with Howard Clark \$90.00

Total fees for this matter

0.60 hrs \$300/hr \$180.00
0.30 hrs \$300/hr \$90.00
0.90 hrs \$270.00

BILLING SUMMARY

Parke, Andre S.

0.90 hrs	300.00 /hr	\$270.00
TOTAL FEES		\$270.00
ADMINISTRATIVE CHARGE		\$8.10
TOTAL CURRENT CHARGES FOR THIS INVOICE		\$278.10

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4999 FAX: 561.994.4985
TAX ID: 26-2950872

September 07, 2018

Invoice No. 143776
Billed Through 08/31/2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Town of Pembroke Park adv Progressive Waste

13430-00002 ASP

Blue checking
ck # 1299
9/12/18
\$92.70

Balance Forward

\$278.10

Less Payments Received

\$278.10

Net Balance Forward

\$0.00

FOR PROFESSIONAL SERVICES RENDERED

08.24.18 ASP

Phone conference with Howard Clark; review of court
records regarding status of hearing

0.30 hrs

\$300/hr

\$90.00

Total fees for this matter

0.30 hrs

\$90.00

BILLING SUMMARY

Parke, Andre S.

0.30 hrs

300.00 /hr

\$90.00

TOTAL FEES

ADMINISTRATIVE CHARGE

0.30 hrs

\$90.00

TOTAL CURRENT CHARGES FOR THIS INVOICE

\$2.70

\$92.70

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway NW
Suite 200
Boca Raton, FL 33487
TEL: 561.994.4499 FAX: 561.994.4985
TAX ID: 26-2950872

October 09, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Invoice No. 144767
Billed Through 09/30/2018

Blue King
ck# 101
10/15/18
\$ 154.50

Town of Pembroke Park adv Progressive Waste
13430-00002 ASP

Balance Forward \$92.70
Less Payments Received \$92.70

Net Balance Forward \$0.00

FOR PROFESSIONAL SERVICES RENDERED

09.05.18 ASP	Review of case file regarding status of matter	0.20 hrs	\$300/hr	\$60.00
09.26.18 ASP	Review of Town of Pembroke Park Answer to Progressive claim	0.30 hrs	\$300/hr	\$90.00
Total fees for this matter			0.50 hrs	\$150.00

BILLING SUMMARY

Parke, Andre S.

0.50 hrs	300.00 /hr	\$150.00
TOTAL FEES		
0.50 hrs		\$150.00
ADMINISTRATIVE CHARGE		
		\$4.50
TOTAL CURRENT CHARGES FOR THIS INVOICE		
		\$154.50

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway
Suite 200

Boca Raton, FL 33487

TEL: 561.994.4499 FAX 561.994.4985
TAX ID: 76-2950872

November 16, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Statement 13430 - 00002 ASP

Town of Pembroke Park adv Progressive Waste

Our records indicate that the following bills are outstanding:

<u>Date</u>	<u>Bill No.</u>	<u>Amount Billed</u>	<u>Amount Due</u>
11/08/2018	145406	\$185.40	\$185.40

TOTAL BALANCE NOW DUE

\$185.40

0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	Over 121 Days
\$185.40	\$0.00	\$0.00	\$0.00	\$0.00

For copies of invoices, please email accounting@ssclawfirm.com

12/1/18

Paid

SACHS SAX CAPLAN

Attorneys at Law
6111 Broken Sound Parkway
Suite 200
Boca Raton, FL 33487

TEL: 561.994.4499 FAX 561.994.4985
TAX ID: 26-2950872

December 17, 2018

Howard Clark (Commissioner)
2425 Cheri Lane
Pembroke Park, FL 33009

Statement 13430 - 00002 ASP

Town of Pembroke Park adv Progressive Waste

Our records indicate that the following bills are outstanding:

<u>Date</u>	<u>Bill No.</u>	<u>Amount Billed</u>	<u>Amount Due</u>
12/06/2018	146011	\$30.90	\$30.90

TOTAL BALANCE NOW DUE

\$30.90

0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	Over 121 Days
\$30.90	\$0.00	\$0.00	\$0.00	\$0.00

For copies of invoices, please email accounting@ssclawfirm.com

12/16/18
Pop received
Office of the
Deputy Mayor
December 17, 2018

SACHS SAX CAPLAN
 Attorneys at Law
 6111 Broken Sound Parkway NW
 Suite 200
 Boca Raton, FL 33487
 TEL: 561.994.4499 FAX: 561.994.4985
 TAX ID: 26-2950872

January 09, 2019

Howard Clark (Commissioner)
 2425 Cheri Lane
 Pembroke Park, FL 33009

Invoice No. 146930
 Billed Through 12/31/2018

*Blue check
 CK # 109
 2/6/19 \$30.90*

Town of Pembroke Park adv Progressive Waste
 13430-00002 ASP

Balance Forward \$30.90
 Less Payments Received \$30.90
 Net Balance Forward \$0.00

FOR PROFESSIONAL SERVICES RENDERED

12.03.18 ASP	Review of case docket regarding Progressive v. Pembroke Park	0.10 hrs	\$300/hr	\$30.00
Total fees for this matter			0.10 hrs	\$30.00

BILLING SUMMARY

Parke, Andre S.	0.10 hrs	300.00 /hr	\$30.00
TOTAL FEES			\$30.00
ADMINISTRATIVE CHARGE			\$0.90
TOTAL CURRENT CHARGES FOR THIS INVOICE			<u>\$30.90</u>

From: [ashira mohammed](#)
To: [Joy Brown](#); [Town Clerk](#)
Subject: Fwd: Schedule a meeting - OIG 2020 request
Date: Wednesday, January 15, 2020 5:05:28 PM

Begin forwarded message:

From: Chad Marcus <chad@leviwilliamslaw.com>
Subject: RE: Schedule a meeting - OIG
Date: September 4, 2019 at 10:58:47 AM EDT
To: ashira mohammed <ashira.ann@gmail.com>

Received. I will contact Mr. Suarez and get back to you.

Thanks

From: ashira mohammed <ashira.ann@gmail.com>
Sent: Wednesday, September 4, 2019 10:54 AM
To: Chad Marcus <chad@leviwilliamslaw.com>
Subject: Fwd: Schedule a meeting - OIG

Sent from my iPhone

Begin forwarded message:

From: Chris Ryan <cjr@ryanlawfl.com>
Date: August 23, 2019 at 1:24:57 PM EDT
To: ashira mohammed <ashira.ann@gmail.com>
Cc: amusesalters@townofpembrokepark.com, Michael Seiger
<mseiger@ryanlawfl.com>
Subject: RE: Schedule a meeting - OIG

Mayor,

The Town policy for providing legal representation for Town officials was recently codified in ordinance 18-10-03 adopted October 10, 2018. I have attached a copy for your reference.

Please contact me if you have any questions about the policy.

Chris

Christopher J. Ryan
Ryan & Ryan, LLC
700 East Dania Beach Boulevard
Third Floor

Dania Beach, FL 33004
Phone: (954) 920-2921
Fax: (954) 921-1247
Email: cjr@ryanlawfl.com



Board Certified City, County
and Local Government Law

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From: ashira mohammed [mailto:ashira.ann@gmail.com]
Sent: Tuesday, August 20, 2019 1:12 PM
To: Chris Ryan
Subject: Fwd: Schedule a meeting - OIG

so i'd like to carry my attorney levi williams... please advise

Begin forwarded message:

From: Ashira Mohammed
<amohammed@townofpembrokepark.com>
Date: August 19, 2019 at 9:23:47 AM EDT
To: "ashira.ann@gmail.com" <ashira.ann@gmail.com>
Subject: Fwd: Schedule a meeting - OIG

Sent from my iPhone

Begin forwarded message:

From: "Suarez, Gil" <GSUAREZ@broward.org>
Date: August 15, 2019 at 4:45:54 PM EDT
To:
"amohammed@townofpembrokepark.com"

<amohammed@townofpembrokepark.com>

Subject: Schedule a meeting

Good afternoon, Mayor Mohammed,

Please call me at my contact information listed below. I would like to schedule a meeting with you sometime next week concerning a matter assigned to me.

Thank you,



Gil Suarez, Special Agent

Broward Office of the Inspector General

One North University Drive, Suite 111

Plantation, Florida 33324

Phone: 954-357-7883

Fax: 954-357-7857

www.browardig.org

REPORT FRAUD

954-357-TIPS

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.



Please consider the environment before printing this e-mail!

Under Florida law, most e-mail messages to or from Broward County employees or officials are public records, available to any person upon

request, absent an exemption.
Therefore, any e-mail message to or
from the County, inclusive of e-mail
addresses contained therein, may be
subject to public disclosure.

/***** EMAIL

DISCLAIMER *****/

Please note: Florida has a very broad public
records law. Most written communications
to or from Town Officials and employees
regarding Town business are public records
available to the public and media upon
request. Your e-mail communications may
therefore be subject to public disclosure.



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Avast antivirus software.

www.avast.com





**Law Offices
of LEVI WILLIAMS, P.A.**

12 S.E. 7th Street, Suite 710
Ft. Lauderdale, Florida 33301
Phone: 954-994-7946
Fax: 954-463-1630
Email: levi@leviwilliamsllaw.com
www.leviwilliamsllaw.com

Ashira Mohammed
3150 S.W. 52nd Ave.
Pembroke Park, FL 33023
(954)275-7467

INVOICE

Invoice # 1254
Date: 09/11/2019
Due Upon Receipt

1196.00

Broward OIG Investigation-Client Interview

Date	Attorney	Description	Hours	Rate	Total
09/04/2019	CM	Prepared Email to Agent Suarez RE: Notice of Representation	0.20	\$175.00	\$35.00
09/04/2019	CM	Teleconference with Jenna E. Gargano from Broward OIG's Office RE: Client not in Compliance with Sec. 1-19(d)(3); Has till 9/17/19 to Correct	0.30	\$175.00	\$52.50
09/04/2019	CM	Prepared Email to Client RE: Recap of Teleconference with Jenna E. Gargano from Broward OIG's Office; Client not in Compliance with Sec. 1-19(d)(3); Has till 9/17/19 to Correct	0.20	\$175.00	\$35.00
09/11/2019	CM	Review and Analyzed 2017 Certification of Meeting Annual Training Requirements for Mayor Mohammed	0.20	\$175.00	\$35.00
09/11/2019	CM	Prepared Email to Broward County OIG's Office RE: 2017 Certification of Meeting Annual Training Requirements for Mayor Mohammed	0.20	\$175.00	\$35.00
09/11/2019	CM	Review and Analyzed Email from Broward OIG's Office RE: Receipt of Ethics Training Certification for Mayor Mohammed	0.20	\$175.00	\$35.00
				Subtotal	\$227.50
				Total	\$227.50

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1254	09/11/2019	\$227.50	\$0.00	\$227.50
Outstanding Balance				\$227.50
Total Amount Outstanding				\$227.50

Please make all amounts payable to: Law Offices of Levi Williams, P.A.

Payment is due upon receipt.

EIN#: 90-0753241



12 S.E. 7th Street, Suite 700
Ft. Lauderdale, Florida 33301

Ashira Mohammed, Esq.
3150 S.W. 52nd Ave.
Pembroke Park, FL 33023

INVOICE

Invoice # 1010
Date: 07/07/2017
Due Upon Receipt

1196.00

Broward OIG Investigation-Client Interview

Type	Date	Description	Quantity	Rate	Total
Service	06/21/2017	Telephone conference with Client RE: OIG Interview.	0.60	\$250.00	\$150.00
Service	06/28/2017	Review procedures and laws RE: Potential processes and procedures impacting Client rights at OIG Interview.	1.40	\$250.00	\$350.00
Service	07/05/2017	Attend Client Conference RE: OIG Interview Preparation	2.80	\$250.00	\$700.00
Service	07/06/2017	Attend OIG Interview with Client.	4.30	\$250.00	\$1,075.00
Quantity Subtotal					9.1
Quantity Total					9.1
Subtotal					\$2,275.00
Total					\$2,275.00

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
1010	07/07/2017	\$2,275.00	\$0.00	\$2,275.00
Outstanding Balance				\$2,275.00
Total Amount Outstanding				\$2,275.00

Invoice # 1010 - 07/07/2017

Please make all amounts payable to: Law Offices of Levi Williams, P.A.

Payment is due upon receipt.

From: [ashira mohammed](#)
To: [Joy Brown](#); [Town Clerk](#)
Subject: Fwd: Interview with the Mayor
Date: Wednesday, January 15, 2020 5:09:37 PM

Begin forwarded message:

From: Levi Williams <levi@leviwilliamslaw.com>
Subject: Re: Interview with the Mayor
Date: June 11, 2017 at 2:23:00 PM EDT
To: ashira mohammed <ashira.ann@gmail.com>

Cool...standing by

Get [Outlook for Android](#)

From: ashira mohammed <ashira.ann@gmail.com>
Sent: Sunday, June 11, 2017 12:20:57 PM
To: Levi Williams
Subject: Re: Interview with the Mayor

Natasha hasn't sent me the resolution yet...so I'll have to find out how Davis did his for Annette

Sent from my iPhone

On Jun 10, 2017, at 6:37 PM, Levi Williams <levi@leviwilliamslaw.com> wrote:

Ashira,

Got it. I am out of town in Orlando for the Mediation Board from 6/15 through 6/18 and in a depo on 6/23. We can do 6/22 in the morning. If that does not work for you let me know so that I can reschedule with the OIG.

Before then though, I need for you to send or bring a copy of all paperwork they have received and for you to write out a detailed synopsis of your communications with them. Also, give me some dates/times where you are free to meet to discuss or at least have a phone conference.

To whom should I address the retainer agreement...does the city prefer hourly or a flat fee?

<image007.jpg>

"...the building blocks of success"

Levi G. Williams, Jr., Esq.

Law Offices of Levi Williams, P.A.

Legacy Bank Building
12 S.E. 7th Street
Suite 700
Ft. Lauderdale, FL 33301
(Ph:) 954-463-1626
(Fax) 954-463-1630
<http://www.leviwilliamslaw.com>
levi@leviwilliamslaw.com

<image008.jpg>

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IRS Circular 230 Disclosure: Please note that, unless expressly indicated, the views expressed herein or in any attachments hereto are not intended to constitute a "reliance opinion" under applicable Treasury Regulations and accordingly are not intended or written to be used, and may not be used or relied upon, for the purpose of (i) avoiding tax-related penalties that may be imposed by the Internal Revenue Service, or (ii) promoting, marketing or recommending to another party any transaction or tax-related matters addressed herein.

<image009.png>

From: ashira mohammed [<mailto:ashira.ann@gmail.com>]
Sent: Friday, June 9, 2017 11:26 PM
To: Levi Williams <levi@leviwilliamslaw.com>
Subject: Re: Interview with the Mayor

Sent from my iPhone

On Jun 9, 2017, at 2:11 PM, Stephanie Woodbury
<swoodbury@townofpembrokepark.com> wrote:

From: Mbiza, Ommet [<mailto:OMBIZA@broward.org>]
Sent: Friday, June 09, 2017 11:29 AM
To: Stephanie Woodbury
Subject: Interview with the Mayor

Stephanie

Could you confirm if we can meet with the mayor, at the OIG
offices in Plantation, on any one of the following days and times?

Thursday, June 15, 2017	Morning or afternoon
Friday June 16, 2017	Morning or afternoon
Thursday, June 22, 2017	Morning or afternoon
Friday June 23, 2017	Morning or afternoon

Thank you

<image003.jpg>

Ommet Mbiza, Special Agent
Broward Office of the Inspector General
One North University Drive, Suite 111
Plantation, Florida 33324
Phone: 954-357-7814
Fax: 954-357-7857
www.browardig.org

REPORT FRAUD
954-357-TIPS

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

 **Please consider the environment before printing this e-mail!**

From: Stephanie Woodbury
[mailto:swoodbury@townofpembrokepark.com]
Sent: Thursday, June 08, 2017 4:28 PM
To: Mbiza, Ommet <OMBIZA@broward.org>
Subject: RE: Contact information

Okay thanks

Stephanie Woodbury
Administrative Assistant
Public Works
954-966-4600 ext. 238
954-966-9781 fax
swoodbury@townofpembrokepark.com

<image002.png>

From: Mbiza, Ommet [<mailto:OMBIZA@broward.org>]
Sent: Thursday, June 08, 2017 4:16 PM
To: Stephanie Woodbury
Subject: Contact information

Stephanie

Per our conversation this afternoon, here is my contact information.

I will send you tentative dates tomorrow for when we can meet with the mayor.

Thank you

<image003.jpg>

Ommet Mbiza, Special Agent
Broward Office of the Inspector General
One North University Drive, Suite 111
Plantation, Florida 33324
Phone: 954-357-7814
Fax: 954-357-7857
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 **Please consider the environment before printing this e-mail!**

Under Florida law, most e-mail messages to or from Broward County employees or officials are public records, available to any person upon request, absent an exemption. Therefore, any e-mail message to or from the County, inclusive of e-mail addresses contained therein,

may be subject to public disclosure.

Under Florida law, most e-mail messages to or from Broward County employees or officials are public records, available to any person upon request, absent an exemption. Therefore, any e-mail message to or from the County, inclusive of e-mail addresses contained therein, may be subject to public disclosure.

/***** EMAIL DISCLAIMER *****/ Please note: Florida has a very broad public records law. Most written communications to or from Town Officials and employees regarding Town business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.

February 7, 2020

Honorable Mayor & Commissioners,

I am requesting reimbursement for Attorney Expenses pursuant to Town Ordinance 18-10-03 (see bills attached), in the amount of \$11,169.98.

It is my intention to reimburse myself \$6,500.00 and donate the balance towards the Town of Pembroke Park, Parks Department for children play equipment and/or books, etc. .

Sincerely,

X 
Howard P Clark, Jr.



Fresh Food Access Report

City of Atlanta, 2020

DCP

AGLANTA



OUR GOAL:

85% of Atlanta residents will be within a half-mile to fresh, affordable food by 2022.



ATLANTA FRESH FOOD ACCESS POINTS (2020)



SUPERCENTERS



GROCERY STORES



NEIGHBORHOOD
MARKETS



FARMERS
MARKETS

Baseline: (2015) USDA LILA Food Desert Area from current [USDA Food Access Research Atlas](#). **2019 Fresh Food Access Points:** Supercenters, Grocery Stores, **Neighborhood Markets**, **Farmers Market** sell fresh fruit, vegetables (beyond a token banana, apple & orange), and may provide meat, eggs . (Ground-truthed by Georgia Tech and City of Atlanta staff in 2019). **Population served by a fresh food access point:** determined by selecting (2015) census blocks (vs. census tracts) within a half-mile of each fresh food access point. (Selected if the centroid of a census block was within the half-mile buffer of a point.) Calculated the sum of the population of selected census blocks to determined total # of residents in LILA area served by an access point. Reversed selection to determine population within USDA defined LILA area that remained beyond a .5 mile to the 2020 fresh food access points and in need of improved access to fresh, affordable food by 2022.

LILA: (2015)

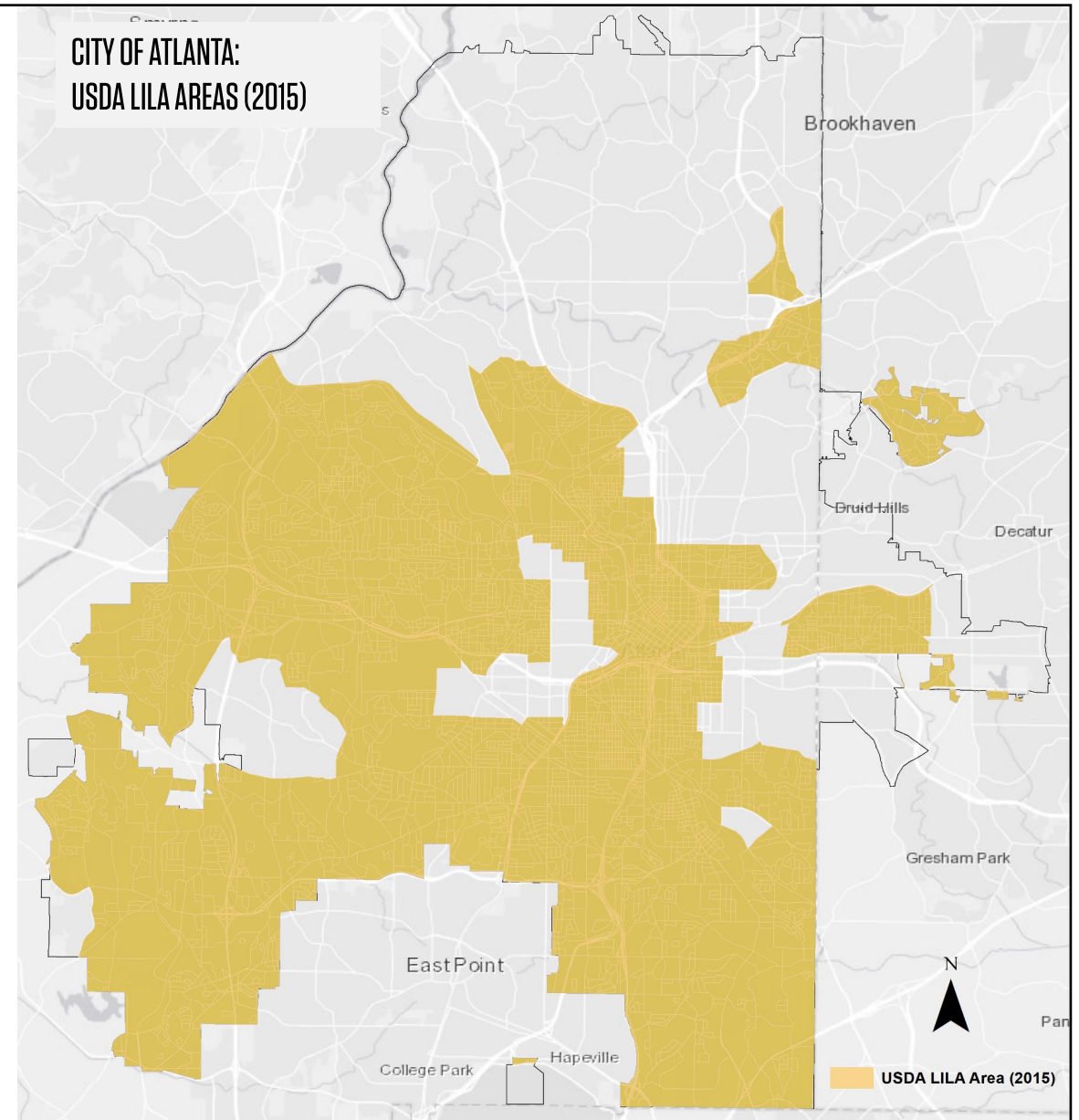
USDA-DEFINED LOW-INCOME, LOW-ACCESS FOOD DESERT AREA

Low-Income tract: a census tract in which over 50% of households' income does not exceed 80% of the median income for the area.

Low-Access tract: a census tract with at least 500 people, or 33 percent of the population, living more than ½ mile (urban areas) from the nearest supermarket, supercenter, or large grocery store.

- 59% of the City's total area. 51,747 acres.
- Part of every Council District, and Neighborhood Planning Units, except NPU A & C.
- 52% of Atlanta residents effected (241,314 residents).

LILA data from [USDA Food Access Research Atlas](#). USDA sources: 2015 (STARS) list of supermarkets, supercenters, large grocery stores that accept SNAP benefits. Data on income and vehicle access come from 2010-14 American Community Survey. Pop data from 2010 Decennial Census on Population and Housing.





SUPERCENTERS 2020

IMPACT ON FRESH FOOD ACCESS

10

Supercenters

100%

Accept SNAP/EBT

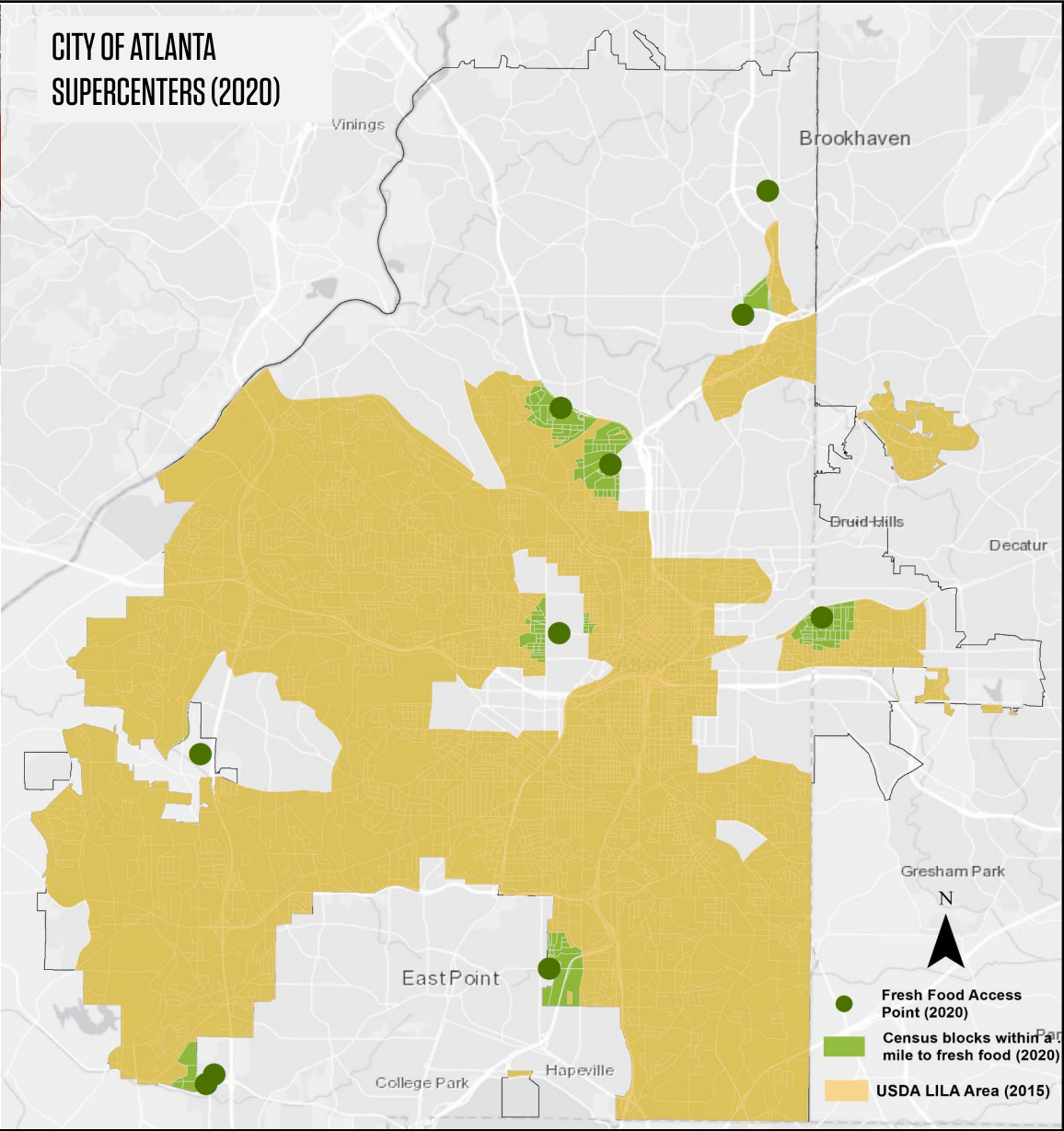
+12,732

Additional Atlanta residents living in LILA now have fresh food access.

228,582

Atlanta residents living in LILA area, reduced from 241,314 to 228,582 since 2015.

* Six supercenters are within the City of Atlanta limits, four within a half-mile from official city boundary (Walmart, Target, and a BJ Wholesale). Three are located within the 2015 USDA defined LILA area. These 10 supercenters serve a total of 12,732 residents living in LILA area.





GROCERY STORES 2020

IMPACT ON FRESH FOOD ACCESS

44

Grocery Stores

100%

Accept SNAP/EBT

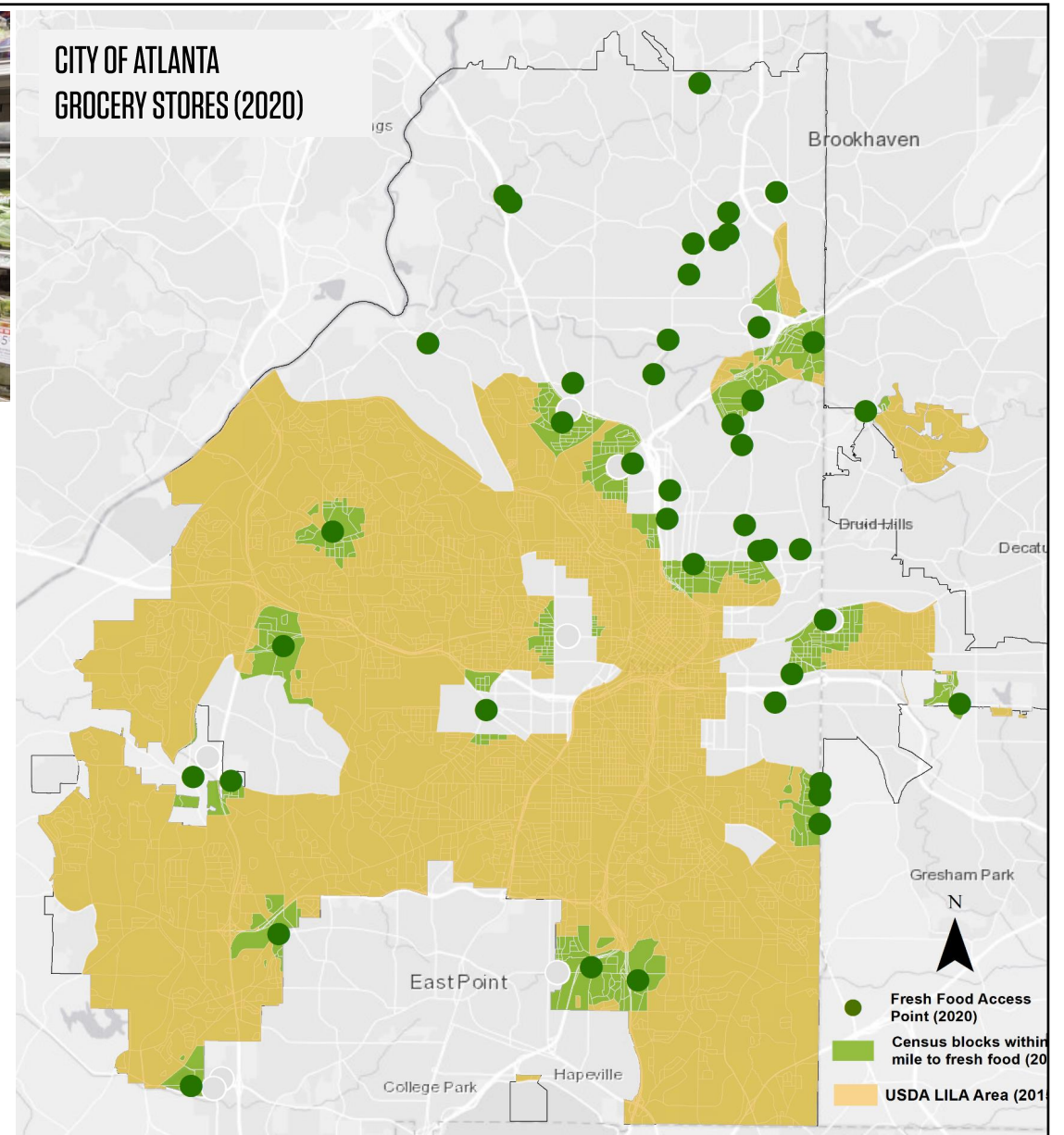
+ 26,942

Additional Atlanta residents living in LILA area can access fresh food.

201,640

Atlanta residents living in LILA area, reduced from 228,582 to 201,640.

* Forty-one grocery stores are within the City of Atlanta limits, three additional stores are within a half-mile from the official city boundary. ALDI (2), Buy Low (1), Fresh Market (2), Kroger (13), Piggly Wiggly (2), Publix (16), Sprouts Farmers Markets (1), Trader Joes (2), Wayfield Foods (1), Whole foods (4). These 44 grocery stores serve a total of 40,141 residents living in LILA.





NEIGHBORHOOD MARKETS 2020

IMPACT ON FRESH FOOD ACCESS

39

Neighborhood Markets

51%

Accept SNAP/EBT

+40,236

Additional Atlanta residents **can now** access fresh food.

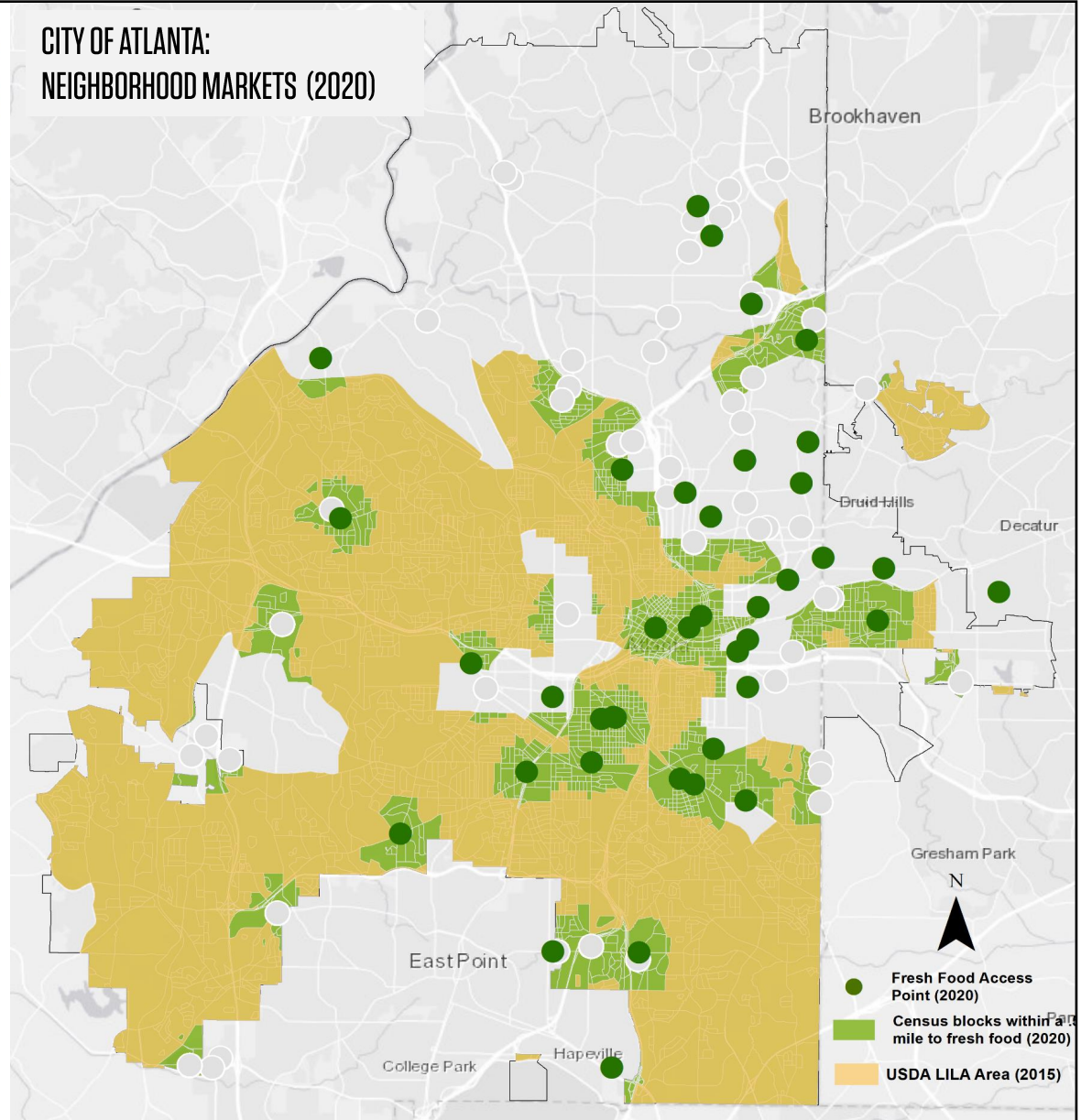
161,404

Atlanta residents living in **LILA area**, reduced from 201,640 to 161,404.

*39 neighborhood markets sold fresh food items including meat (ex: butcher shop, seafood shop) and/or fresh fruits, vegetables, dairy. Convenient stores providing only a token basket of bananas or apples omitted.

These 39 neighborhood markets serve a total of 55,073 residents living in LILA area.

CITY OF ATLANTA: NEIGHBORHOOD MARKETS (2020)





FARMERS MARKETS 2020

IMPACT ON FRESH FOOD ACCESS

19

Farmers Markets

68 %

Accept Double SNAP/EBT

+16,533

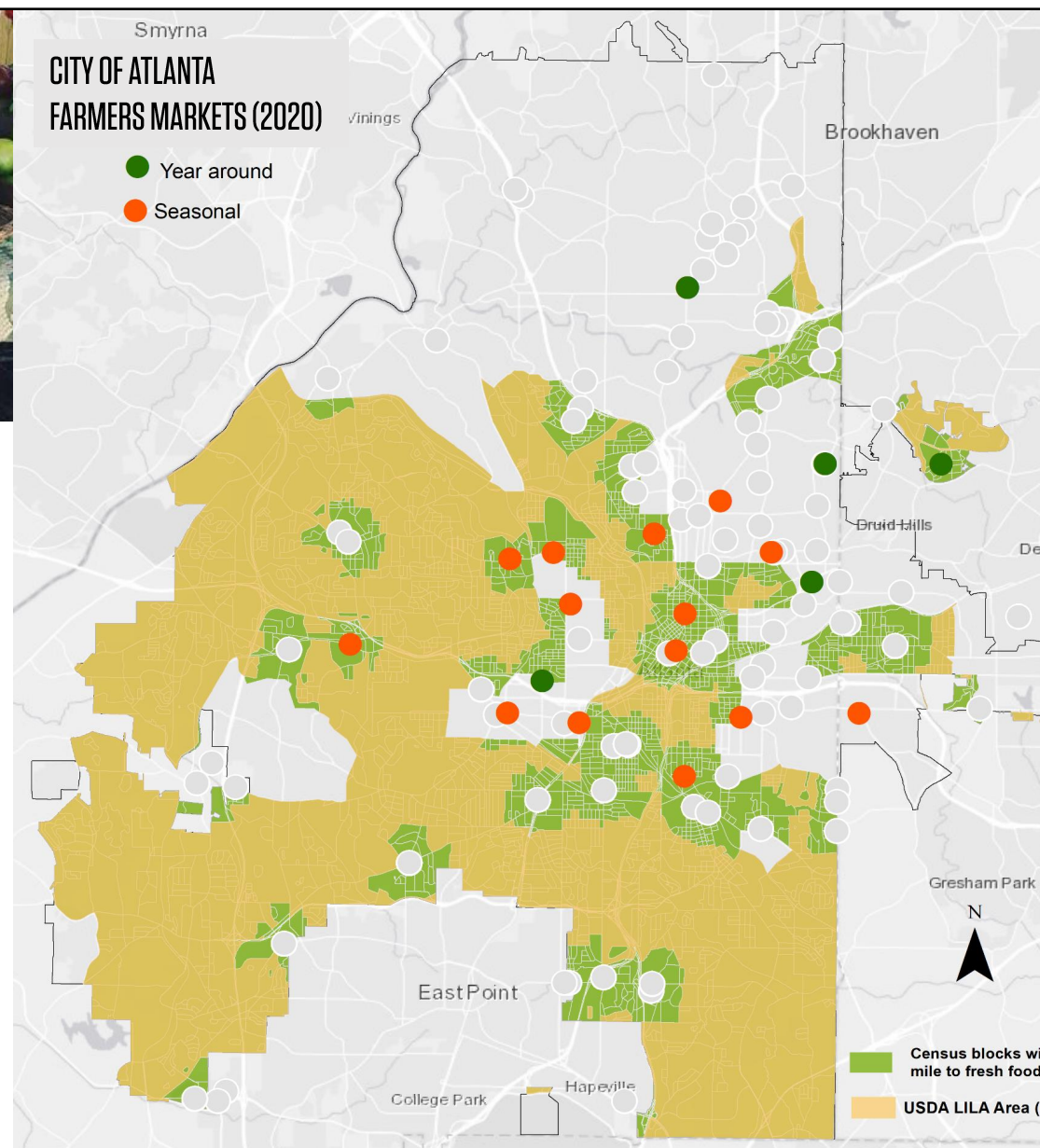
Additional Atlanta residents now have access to fresh food weekly, 50% of the year. +2,830 year-around.

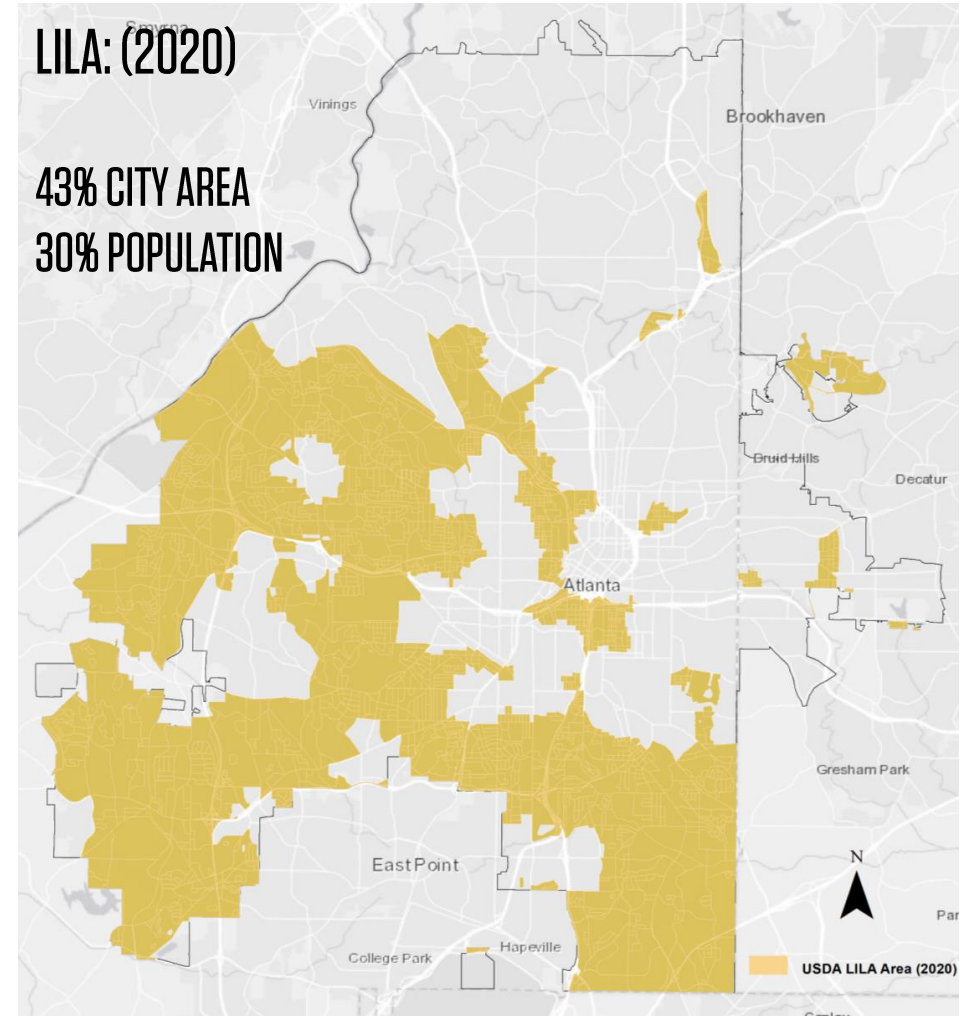
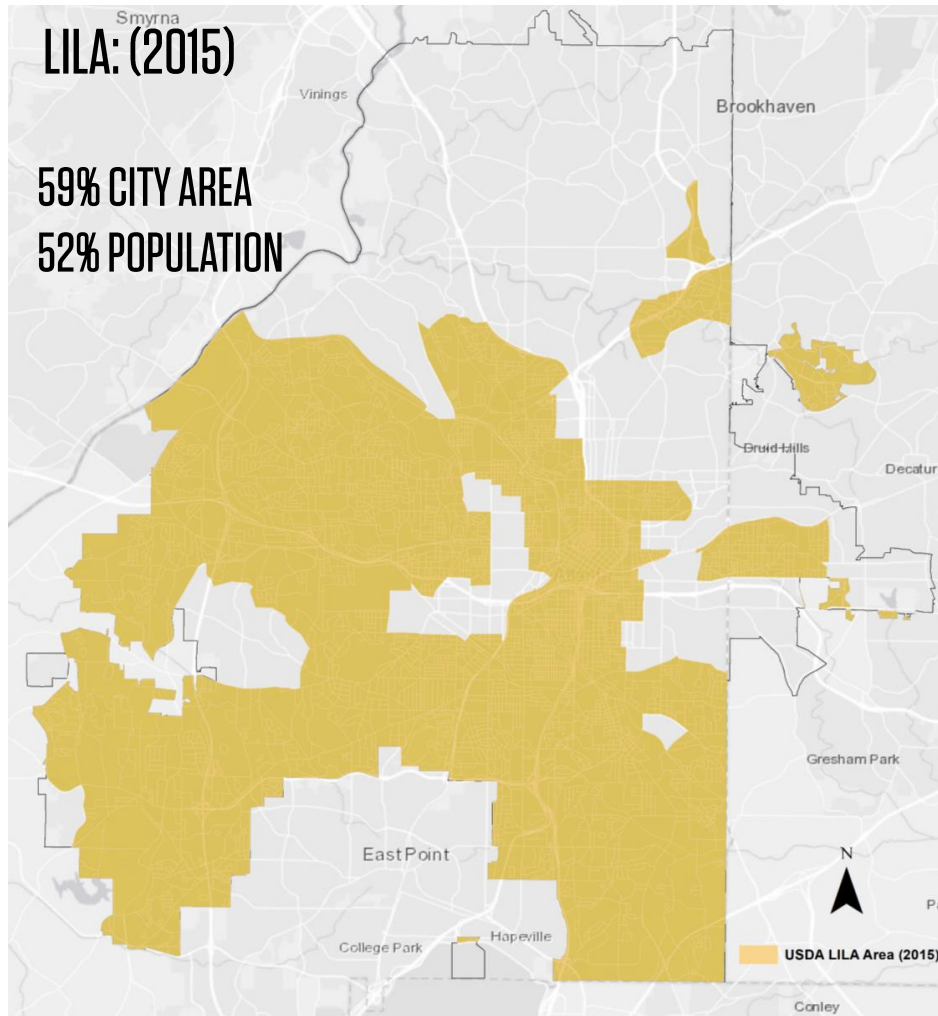
144,871*summer

158,574*winter

Atlanta residents living in LILA area reduced from 161, 404 to 144, 871

* These 19 farmers markets serve a total of 82, 175 residents living in LILA during the peak season six months a year.





**Change in LILA (2015-2020): An additional 22% of population is within a half-mile to fresh, affordable food.
The total area of LILA decreased by 16%**

*Percentage: Divided updated population of residents still in LILA reported (using 2015 census block data) with estimate total pop for City of Atlanta in 2015. Estimate of the total population of City of Atlanta for 2015: 462,433 (Based on mean of City of Atlanta total pop: 426,821 (US Census 2010) & 498,044 (US Census 2018). ** The 2020 data reflects Atlanta food access during peak growing season when all markets are operating.



Atlanta must reach an
additional 15% or 70,000
people living in LILA areas
to reach
OUR GOAL:

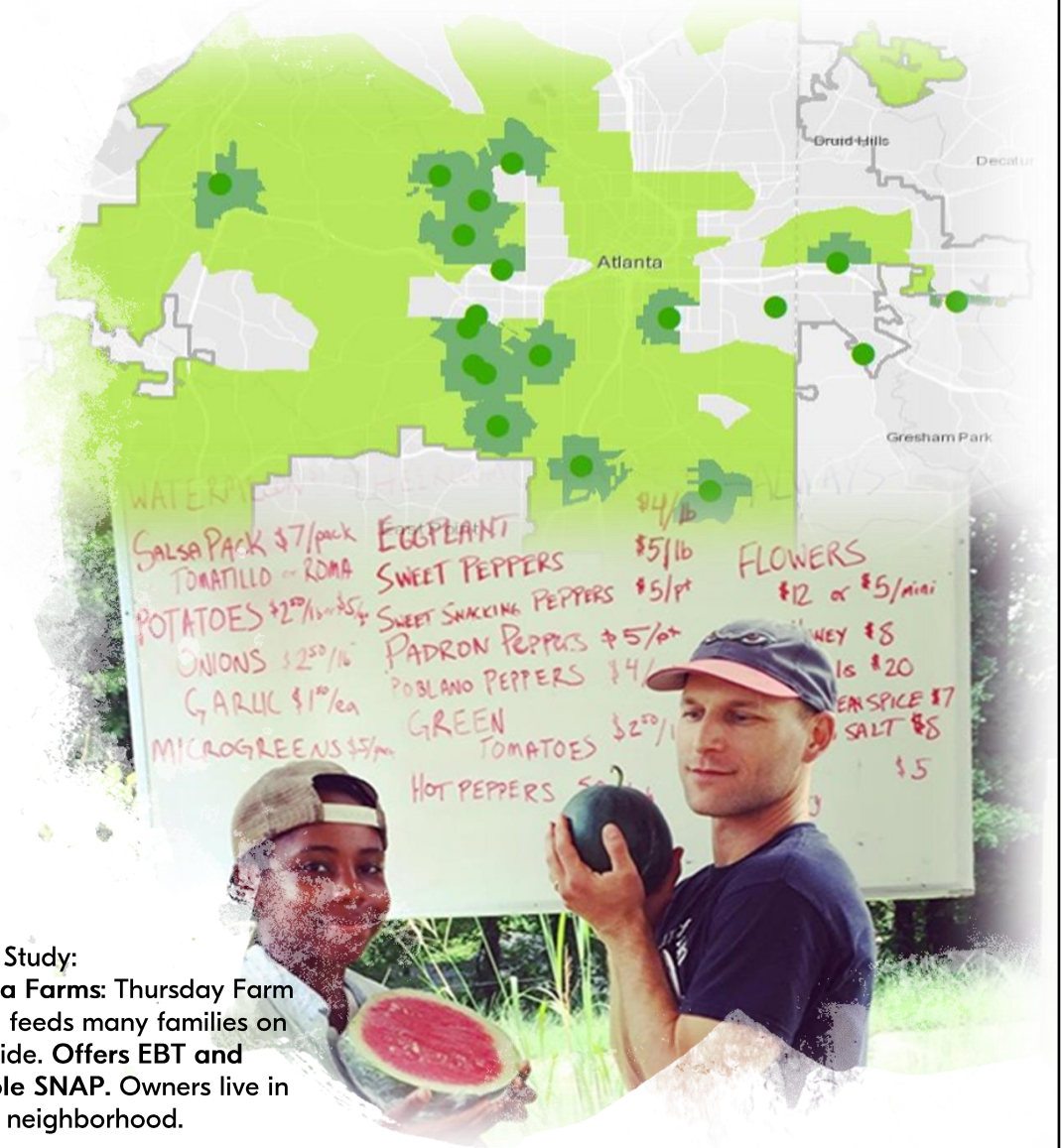
85% of City of Atlanta
residents will be within a
half-mile to fresh, affordable
food by 2022.

Fresh Food Access Overlay: 2020

Remove barriers & incentivize fresh food access points for residents (2020-2022)

Farms stands: update 2014 Urban Ag Ordinance to enable on-site sales for urban farms. Enable Special Use Permit (SUP). Permit fee waived within overlay.

- Benefits **32,714 residents** in overlay that live within a .5 mile to existing farms. Extends 2020 access to **17,579 residents**.
- Benefits **18 urban farms:** pioneering fresh food businesses in LILA area.
- Benefits **neighborhood-scale economy**.



Case Study:
Aluma Farms: Thursday Farm stand feeds many families on westside. Offers EBT and Double SNAP. Owners live in same neighborhood.

ARTICLE I. IN GENERAL

Secs. 12-1—12-15. Reserved.

ARTICLE II. FOOD AND FOOD ESTABLISHMENTS

Sec. 12-16. Adoption of County ordinance.

The Town does hereby adopt Broward County ordinance number 75-43, as amended, regarding regulations of food establishments by reference.
(Ord. No. 76-7-2, §§ 1—14, 11-19-75)

Secs. 12-17—12-30. Reserved.

ARTICLE III. NUISANCES***DIVISION 1. GENERALLY**

Secs. 12-31—12-40. Reserved.

DIVISION 2. DEBRIS, TRASH, RUBBISH

Sec. 12-41. Accumulations deemed public nuisance.

The accumulation of garbage, trash, rubbish and other debris, including, but not limited to, untended piles of sand, dirt, and rocks, upon any lot, tract or parcel of land within the Town to the extent and in the manner that such lot, tract or parcel of land is or may reasonably become infested or inhabited by rodents, vermin or wild animals, or may furnish a breeding place for mosquitoes, or threatens or endangers the public health, safety or welfare, or may reasonably cause disease, or adversely affects and impairs the economic welfare of adjacent property, or diminishes the aesthetic appearance of the Town, is hereby prohibited and declared to be a public nuisance.

(Ord. No. 83-8-1, § 1, 8-17-83; Ord. No. 18-10-02, § 1, 9-12-18)

Cross references—Public nuisances, § 11-33; vegetation, Ch. 27.

Sec. 12-42. Responsibility of property owners.

It shall be the responsibility and duty of the owner or owners of any lot, tract or parcel of land within the Town to clear and remove from such lot, tract or parcel of land any and all material as described in section 12-41 of this division.

(Ord. No. 83-8-1, § 2, 8-17-83)

***State law references**—Nuisances impervious to health, F.S. Ch. 386; nuisances, F.S. Ch. 823.

Sec. 12-43. Notice to remove accumulations—To be sent to property owner.

Whenever any owner or owners of any lot, tract or parcel of land within the Town shall permit the accumulation thereon of garbage, trash, rubbish or other debris, including but not limited to, untended piles of sand, dirt, and rocks, as provided in section 12-41, it shall be the duty of the Code Inspector to notify the owner or owners of such lot, tract or parcel of land as hereinafter provided to remove such garbage, trash, rubbish or other debris from such lot, tract or parcel of land.

(Ord. No. 83-8-1, § 3, 8-17-83; Ord. No. 18-10-02, § 2, 9-12-18)

Sec. 12-44. Same—Method of mailing.

All notices to property owner or owners shall be made by United States certified or registered mail, return receipt requested, to the address of the owner or owners as shown on the current tax roll of the County.

(Ord. No. 83-8-1, § 4, 8-17-83)

Sec. 12-45. Same—Contents.

The notice to be given by the Code Inspector to the property owner or owners as required in section 12-43 shall include the following:

- (1) The legal description of the lot, tract or parcel of land which is not in compliance with the provisions of this division;
- (2) The manner in which the property is not in compliance with the provisions of this division;
- (3) That such condition must be corrected by the owner or owners within fifteen (15) days of the receipt of the notice;
- (4) That if the owner or owners shall fail to correct the condition within fifteen (15) days, the Town may enter upon the premises and remove the condition creating the nuisance, and the cost of same will be assessed against the property, and if not paid within thirty (30) days after the receipt of the statement for same by the owner or owners, a lien will be filed against the property; and
- (5) An estimate of the cost of removing the nuisance if the Town does so upon the failure of the owner or owners to do so.

(Ord. No. 83-8-1, § 5, 8-17-83; Ord. No. 18-10-02, § 3, 9-12-18)

Sec. 12-46. Failure of owner to comply with notice; assessment for correction by Town.

Upon the failure of the property owner or owners to remove the conditions creating the nuisance as aforesaid within the designated time period, the Town shall cause such condition to be removed and shall assess the owner or owners of the property for such services in an amount equal to the costs incurred by the Town in the removal and disposal of the garbage,

trash, rubbish or other debris, which cost shall include but not be limited to disposal fees, removal expenses including both labor and vehicular expenses, and an administrative fee in the amount of two hundred fifty dollars (\$250.00).

(Ord. No. 83-8-1, § 6, 8-17-83)

Sec. 12-46.1. Repeat violations; assessment for correction by Town.

(a) It shall be the duty of the owner or owners of a property where a nuisance condition has occurred on more than one (1) occasion to install preventative measures to deter the deposit of garbage, trash, rubbish or other debris, including, but not limited to, untended piles of sand, dirt, and rocks, on their property. At a minimum, signage prohibiting dumping on the property must be installed after the second repeated violation within fifteen (15) days following receipt of notice from Town to install said signage. Upon any further reoccurrence of prohibited material on the property, the property owner or owners shall install an earthen berm, split rail fence or other fence barrier approved by the Town (no chain-link fences or plywood barriers are permitted).

(b) Failure of the property owner or owners to install preventative measures as described in the preceding subsection within thirty (30) days of notice from Town of such required action will permit the Town to install the required preventative measures on the property. The cost of the installation of the preventative measures by the Town shall include, but not be limited to, labor, material and an administrative fee in the amount of two hundred fifty dollars (\$250.00).

(c) The preventative measures referenced in subsection (a) hereof are as follows:

- (1) *Signage.* Signage which states: "No Dumping Violators Will Be Prosecuted Under F.S. 403.413". Said signage shall be rectangular, have a dimension of not less than 12" x 18" and not more than 24" x 36", have red text on a white background, be reflective to show the shape and color by both day and night, be installed on a post not less than seven (7) feet above the crown of the adjacent roadway to the bottom of the sign, and maintained in good condition. There shall be one (1) sign installed for each fifty (50) feet of property frontage.
- (2) *Berm.* An earthen berm at least three (3) feet wide and three (3) feet tall with a 1:1 slope shall be installed along the perimeter of the property. A permit application with a design in accordance with the requirements of the Florida Building Code shall be submitted to the Town for review and permitting. Said berm shall be maintained in good condition.
- (3) *Fencing.* A split rail fence, posts with chains or heavy rope, or other barrier approved by the Town, shall be installed along the property's frontage. The split rail fence shall be a minimum of two (2) rails, maximum of three (3) rails, no less than thirty (30) inches and no taller than forty-eight (48) inches above the crown of the adjacent roadway. A fence comprised of posts with chains or heavy rope connecting the posts shall have posts not less than thirty (30) inches and no taller than forty-eight (48) inches above the crown of the adjacent roadway. All fences shall be designed in

accordance with the requirements of the Town Code and Florida Building Code. A permit application shall be submitted to the Town for review and permitting prior to installation. Said fence shall be maintained in good condition.

(Ord. No. 18-10-02, § 4, 9-12-18)

Sec. 12-47. Notice of lien.

The notice of lien shall be prima facie evidence of the debt to the Town, shall bear interest at the legal rate and may be foreclosed as mortgages are foreclosed in the circuit court.

(Ord. No. 83-8-1, § 5, 8-17-83)

Sec. 12-48. Outdoor storage prohibited.

It shall be unlawful to deposit, store or maintain, at any location in the Town, the open air storage of trash, junk or loose items, including, but not limited to, merchandise, manufactured items, boxes, inoperative appliances, dilapidated furniture (not including patio or lawn furniture), pallets, commercial equipment, motor vehicle parts, motors or transmissions, building construction materials and supplies such as cement or lumber, and any other similar items.

(Ord. No. 12-06-01, § 1, 6-13-12)

Sec. 12-49. Storm event debris.

All allowable items stored, placed or maintained outdoors at any location in the Town, including items stored in carports for single family homes, mobile homes, or recreational vehicles shall be either secured as required by the Building Official or removed during the period between June 1 through November 30 of each year. By way of example, this shall include, but is not limited to, operable appliances (i.e. refrigerator/freezer/washer/dryer), flower pots, barbecue grills and lawn furniture.

(Ord. No. 12-06-01, § 2, 6-13-12)

Secs. 12-50—12-60. Reserved.

DIVISION 3. WEEDS, UNTENDED VEGETATION

Sec. 12-61. Excessive, untended growth deemed public nuisance.

The existence of excessive accumulation or untended growth of weeds, grasses or combination thereof, in excess of twelve (12) inches or other dead or living plant life upon any lot, tract or parcel of land, improved or unimproved, within the Town to the extent and in the manner that such lot, tract or parcel of land is or may reasonably become infested or inhabited by rodents, vermin or wild animals, or may furnish a breeding place for mosquitoes, or threatens or endangers the public health, safety or welfare, or may

reasonably cause disease, or adversely affects and impairs the economic welfare or adjacent property, or diminishes the aesthetic appearance of the Town, is hereby prohibited and declared to be a public nuisance.

(Ord. No. 81-10-3, § 1, 10-28-81; Ord. No. 18-10-02, § 5, 9-12-18)

Cross reference—Vegetation, Ch. 27.

Sec. 12-62. Responsibility of property owners.

It shall be the responsibility and duty of the owners of any lot, tract or parcel of land within the Town to clear and remove from such lot, tract or parcel or land all material as described in section 12-61 of this division.

(Ord. No. 81-10-3, § 2, 10-28-81)

Sec. 12-63. Notice to remove—To be sent to property owner.

Whenever any lot, tract or parcel of land within the Town shall be permitted to exist by the owner without complying with the provisions of this division, it shall be the duty of the Code Inspector to notify the owner of such lot, tract or parcel of land, as hereinafter provided, to place such property in conformance with the provisions of this division.

(Ord. No. 81-10-3, § 3, 10-28-81; Ord. No. 18-10-02, § 6, 9-12-18)

Sec. 12-64. Same—Method of mailing.

All notices to property owners shall be made by United States certified or registered mail, return receipt requested, to the address of the owner as shown on the current tax roll of the County.

(Ord. No. 81-10-3, § 4, 10-28-81)

Sec. 12-65. Same—Contents.

The notice to be given by the Code Inspector to the property owner as required in section 12-63 shall include the following:

- (1) The legal description of the lot, tract or parcel of land which is not in compliance with the provisions of this division;
- (2) The manner in which the property is not in compliance with the provisions of this division;
- (3) That such condition must be corrected by the owner within fifteen (15) days of his receipt of the notice;
- (4) That if the owner shall fail to correct the condition within fifteen (15) days, the Town will enter upon the premises and remove the condition creating the nuisance and the cost of same will be assessed against the property and if not paid within thirty (30) days after the receipt of the statement for same by the owner, a lien will be filed against the property; and

- (5) An estimate of the cost of removing the nuisance if the Town does so upon the failure of the owner to do so.

(Ord. No. 81-10-3, § 5, 10-28-81; Ord. No. 18-10-02, § 7, 9-12-18)

Sec. 12-66. Failure to comply with notice; assessment for correction by Town.

Upon the failure of the owner to remove the conditions creating the nuisance as aforesaid within the designated time period, the Town shall cause such condition to be removed and shall assess the owner of the property for such services at the rate established by resolution of the Town Commission.

(Ord. No. 81-10-3, § 6, 10-28-81; Ord. No. 05-06-01, § 1, 6-8-05)

Sec. 12-67. Notice of lien.

The notice of lien shall be prima facie evidence of the debt to the Town, shall bear interest at the legal rate and may be foreclosed as mortgages are foreclosed in the circuit court.

(Ord. No. 81-10-3, § 7, 10-28-81)

Secs. 12-68—12-74. Reserved.

DIVISION 4. HEALTH AND SANITATION

Sec. 12-75. Definitions.

Objectionable odor means any odor present in the outdoor atmosphere which, by itself or in combination with other odors, is or may be harmful or injurious to human health or welfare, which unreasonably interferes with the comfortable use and enjoyment of life or property, or which creates a nuisance.

Odor means a sensation resulting from stimulation of the human olfactory organ.

(Ord. No. 15-01-01, § 2, 1-14-15)

Sec. 12-76. Nuisances; duty of property owners and tenants to prevent.

(a) The Town's intent in enacting this section is to help ensure that at all times property owners and tenants shall control litter; particulate matter, insects, odors, noise, vermin, vibration, light, glare, and disease vectors to prevent nuisance conditions.

(b) The emission or creation of:

- (1) Vibration;
- (2) Light or glare;
- (3) Insects or vermin;
- (4) Disease vectors;
- (5) Noise;
- (6) Unsanitary conditions;

- (7) Traffic congestion; or
- (8) Other risks to public safety,

Which is an annoyance or is injurious or is offensive to occupants within any platted subdivision (or block within a platted subdivision), or within any residential neighborhood or community of the Town (or any portion thereof that is comprised of fifty (50) residential structures), or within any area comprising a zoning district of the Town, or which otherwise affects rights common to the public, is a nuisance and is a violation of this Code.

(c) No building, structure, yard, lot, premises, or part thereof, or activity or use thereon, shall be kept, maintained, or operated in the Town, if such keeping, maintaining, or operating shall emit objectionable odors into the outdoor air which are detectable at any point beyond the property limits of where such building, structure, yard, lot, premises, or activity or use thereon, is located.

(d) It shall be unlawful for any person to use a vehicle, equipment, receptacle, or container that emits objectionable odors which are detectable at any point beyond the property limits where such vehicle, equipment, receptacle, or container is located.

(e) The emission into the outdoor air of any fume, gas, dust (or other particulate), mist, substance, smoke, or vapor, odor, or any combination thereof which:

- (1) Causes annoyance or discomfort; or,
- (2) Produces irritation of the upper respiratory tract; or,
- (3) Produces symptoms of nausea; or,
- (4) Befouls the atmosphere of buildings; or,
- (5) Causes an interference with normal social or family functions or lifestyles or with the enjoyment of life or property (such as but not limited to, the preparation and consumption of meals, enjoyment of the outdoors, receipt of visitors and guests at homes [or which causes changes in behavior such as over-washing of clothing, or which causes doors to be closed and windows closed to minimize indoor effects, etc.]); or
- (6) Is detrimental to the comfort, living conditions, welfare or repose of occupants within any platted subdivision (or block within a platted subdivision), or within any residential neighborhood or community of the Town (or any portion thereof that is comprised of at least fifty (50) residential structures), or within any area comprising a zoning district of the Town,

is a nuisance and a violation of this Code.

(Ord. No. 15-01-01, § 3, 1-14-15)

BLOOD DRIVE DONNEZ DU SANG

Saturday February 15
Samedi, 15 Février

7:30 AM - 2:30 PM

Park Lake Estates - Monte Carlo Hall
3184 West Hallandale Beach Boulevard



oneblood.org



oneblood 
Share your power.





THE 17TH JUDICIAL CIRCUIT & BROWARD COUNTY BAR ASSOCIATION PRESENT

Black History Month: A Celebration of our Black Mayors



Dale V. C. Holness
Broward County



Ashira Mohammed
Pembroke Park



Ken Thurston
Lauderhill



Hazelle P. Rogers
Lauderdale Lakes



Wayne Messam
Miramar



Eric H. Jones
West Park

Date: Friday, February 21, 2020

Time: 11:00 am - 1:00 p.m.

Location: Broward Courthouse Jury Assembly Room 3320 (3rd floor of the East Wing of the courthouse)

Cost: No Cost; Lunch and Program book will be provided to first 150 registrants *All Parking will be validated*

Sponsorships Available!

Thank you to our Sponsors!

