



REVISED AGENDA SPECIAL COMMISSION MEETING

6:00 PM - Monday, February 23, 2026

Commission Chambers

	Page
1. CALL TO ORDER	
2. PLEDGE OF ALLEGIANCE	
3. ROLL CALL	
4. DELETIONS OR WITHDRAWALS TO THE AGENDA	
5. PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE	
6. PRESENTATIONS	
6.1. Report from the Building Department - Building Department Manager Louis Agenda Item Report - AIR-26-117	4 - 22
6.2. Report from the Police Department - Chief DeCoursey Agenda Item Report - AIR-26-118	23 - 59
6.3. Report from the Town Clerk Department - Town Clerk Garcia-Lima Agenda Item Report - AIR-26-119	60 - 72
6.4. Report from the Finance Department - Finance Director Davermann Agenda Item Report - AIR-26-120	73 - 84
6.5. Report from the Public Services Department - Public Services Director Odoms Agenda Item Report - AIR-26-121	85 - 102
6.6. Report from the IT Department - IT Director Pakula Agenda Item Report - AIR-26-122	103 - 120
6.7. Accountability - Sponsored by Mayor Jacobs Agenda Item Report - AIR-26-040	121 - 125
7. DISCUSSION	
7.1. Discussion on Little Free Libraries - Sponsored by Mayor Jacobs (ADDED) Agenda Item Report - AIR-26-130	126
7.2. Discussion on Vulnerability Assessment March 2025 - Sponsored by Mayor Jacobs (ADDED) Agenda Item Report - AIR-26-132	127
7.3. Discussion on the Assistant Town Manager/Administrative Services Director Position - Sponsored by Mayor Jacobs (ADDED)	128

[Agenda Item Report - AIR-26-084](#)

- 7.4. Discussion on Taxation/ Utilities/fire suppression - Sponsored by Mayor Jacobs (ADDED) 129

[Agenda Item Report - AIR-26-083](#)

- 7.5. Discussion on the Building Department - Sponsored by Mayor Jacobs (ADDED) 130

[Agenda Item Report - AIR-26-082](#)

- 7.6. Discussion on ARPA funds - Sponsored by Mayor Jacobs (ADDED) 131

[Agenda Item Report - AIR-26-081](#)

- 7.7. Christmas Tree - Sponsored by Mayor Jacobs (ADDED) 132

[Agenda Item Report - AIR-26-080](#)

8. ATTORNEY COMMENTS

9. TOWN MANAGER COMMENTS

10. COMMISSIONER COMMENTS

Commissioner Mohammed

Acting Clerk Commissioner Morrisette

Clerk Commissioner Hodgkins

Vice Mayor Kashem

Mayor Jacobs

11. ANNOUNCEMENTS

- 11.1. Regular Commission Meeting, Wednesday, March 11, 2026 at 7:00 p.m.

Special Magistrate Hearing, Wednesday, March 18, 2026 at 9:00 a.m.

Workshop Commission Meeting, Wednesday March 25, 2026 at 6:00 p.m.

SPECIAL EVENTS

Food Giveaway, Saturday, February 28, 2026 at 9:00 a.m.

Food Giveaway, Saturday, March 21, 2026 at 9:00 a.m.

Eggstravaganza, Saturday, March 28, 2026 at 10:00 a.m.

12. ADJOURNMENT

IN ACCORDANCE WITH THE PROVISIONS OF F.S. SECTION 286.0105, IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THE BOARD, AGENCY, OR COMMISSION WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND, FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

ANY PERSON REQUIRING AUXILIARY AIDS AND SERVICES AT THIS MEETING MAY CALL THE TOWN CLERKS OFFICE AT 954-966-4600 AT LEAST TWO CALENDAR DAYS PRIOR TO THE MEETING. IF YOU ARE HEARING OR SPEECH IMPAIRED PLEASE CONTACT THE FLORIDA RELAY SERVICES BY USING THE FOLLOWING NUMBERS: 1-800-955-8770 (VOICE) OR 1-800-955-8771 (TDD)

DECORUM - ALL COMMENTS MUST BE ADDRESSED TO THE COMMISSION AS A BODY AND NOT TO INDIVIDUALS. ANY PERSON MAKING IMPERTINENT OR SLANDEROUS REMARKS, OR WHO BECOMES BOISTEROUS WHILE ADDRESSING THE COMMISSION, SHALL BE BARRED FROM FURTHER AUDIENCE BEFORE THE COMMISSION BY THE PRESIDING OFFICER, UNLESS PERMISSION TO CONTINUE OR AGAIN ADDRESS THE COMMISSION IS GRANTED BY THE MAJORITY VOTE OF THE COMMISSION MEMBERS PRESENT. NO CLAPPING,

APPLAUDING, HECKLING OR VERBAL OUTBURSTS IN SUPPORT OR IN OPPOSITION TO A SPEAKER OR HIS/HER REMARKS SHALL BE PERMITTED. NO SIGNS OR PLACARDS SHALL BE ALLOWED IN THE COMMISSION CHAMBERS. PLEASE MUTE OR TURN OFF YOUR CELL PHONE OR PAGER AT THE START OF THE MEETING. FAILURE TO DO SO MAY RESULT IN BEING BARRED FROM THE MEETING. PERSONS EXITING THE CHAMBER SHALL DO SO QUIETLY.

Cynthia Garcia-Lima
Town Clerk



Agenda Item Report

Subject:	Report from the Building Department - Building Department Manager Louis
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Jeffrey Louis, Emergency Management Manager
Dept/Group:	Building
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

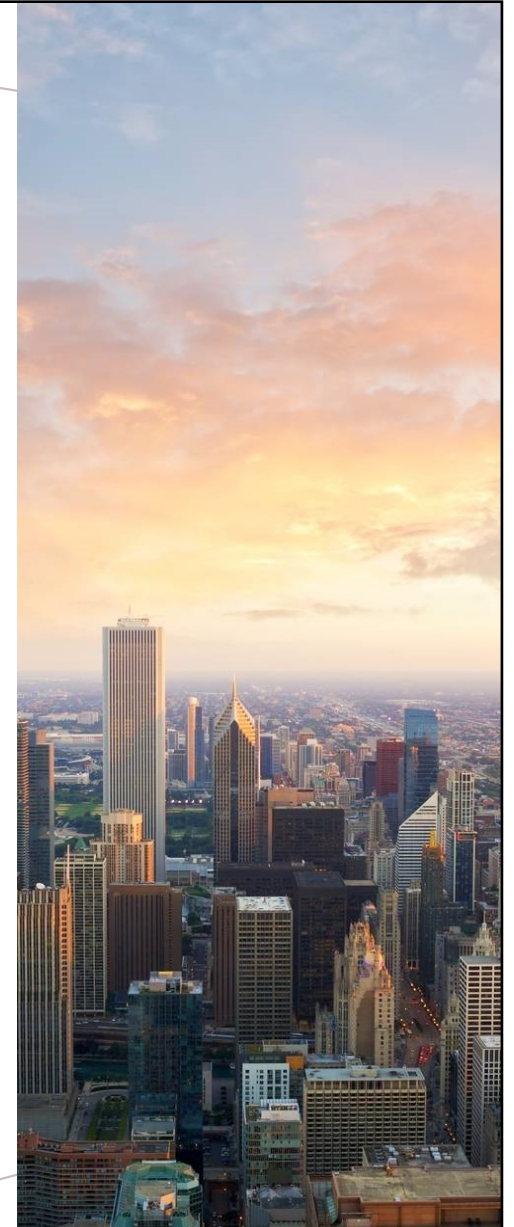
[Building Department 2025 review](#)

BUILDING DEPARTMENT PRESENTATION

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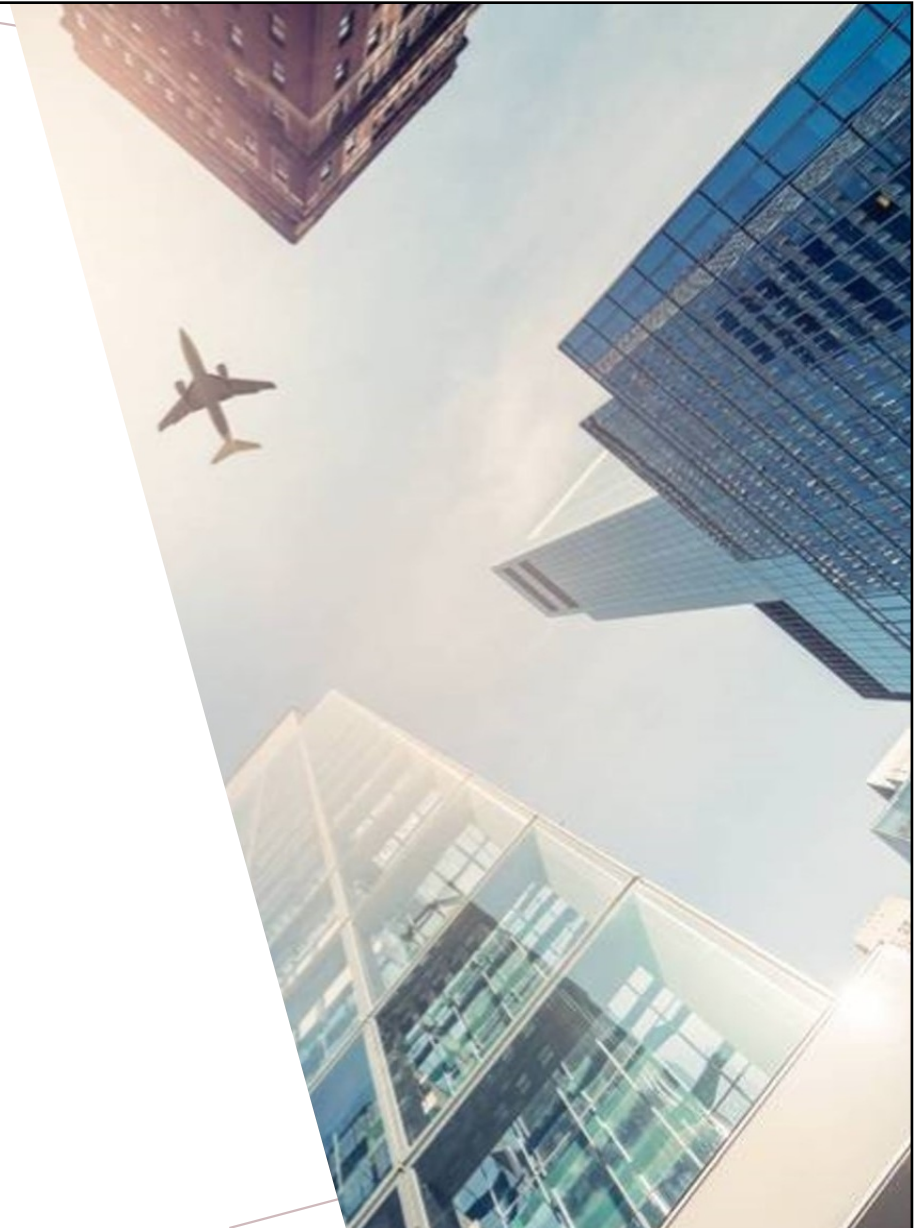
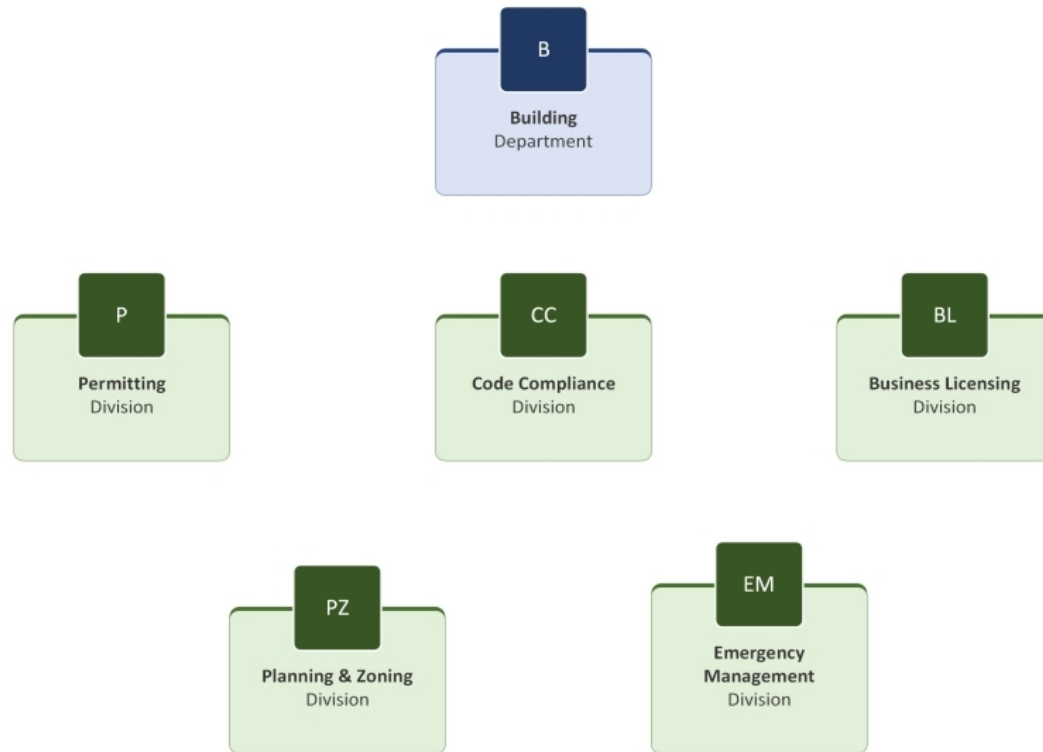
- **Introduction**
- **Building Department
Chart**
- **Divisional Review**



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



ORGANIZATIONAL CHART





BUILDING PERMITTING

2025 impacts and

benchmarks

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

- Backlog of permit applications and plan review – finally caught up on the backlog created from 2024 staffing issues.
- Completed major projects including Nations Market, Maglolia Town Homes, Coca Cola Sound Wall
- Issued permits for the Ekos Apartment project
- Residential projects, including Victor Hernandez, Daniel Read



BUILDING PERMITTING

Current Goals Being

Pursued.

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

CODE COMPLIANCE DIVISION

CODE COMPLIANCE DIVISION

2025 impact and
benchmark

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

Code Compliance Summary Report

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

Case Totals for Period

Cases Open at Start of Period	547
Cases Opened During Period	111
Cases Opened as result of Complaint	7
Cases Closed During Period	152
Cases Closed due to compliance	95
Cases Open at End of Period	506
Inspections	111
Reinspections	283
Total	394
Code Compliance Board Cases During Period	0

Case Summary by Officer

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

CODE COMPLIANCE DIVISION

Goals

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

Code Compliance Summary Report

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

Inspections by Officer

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

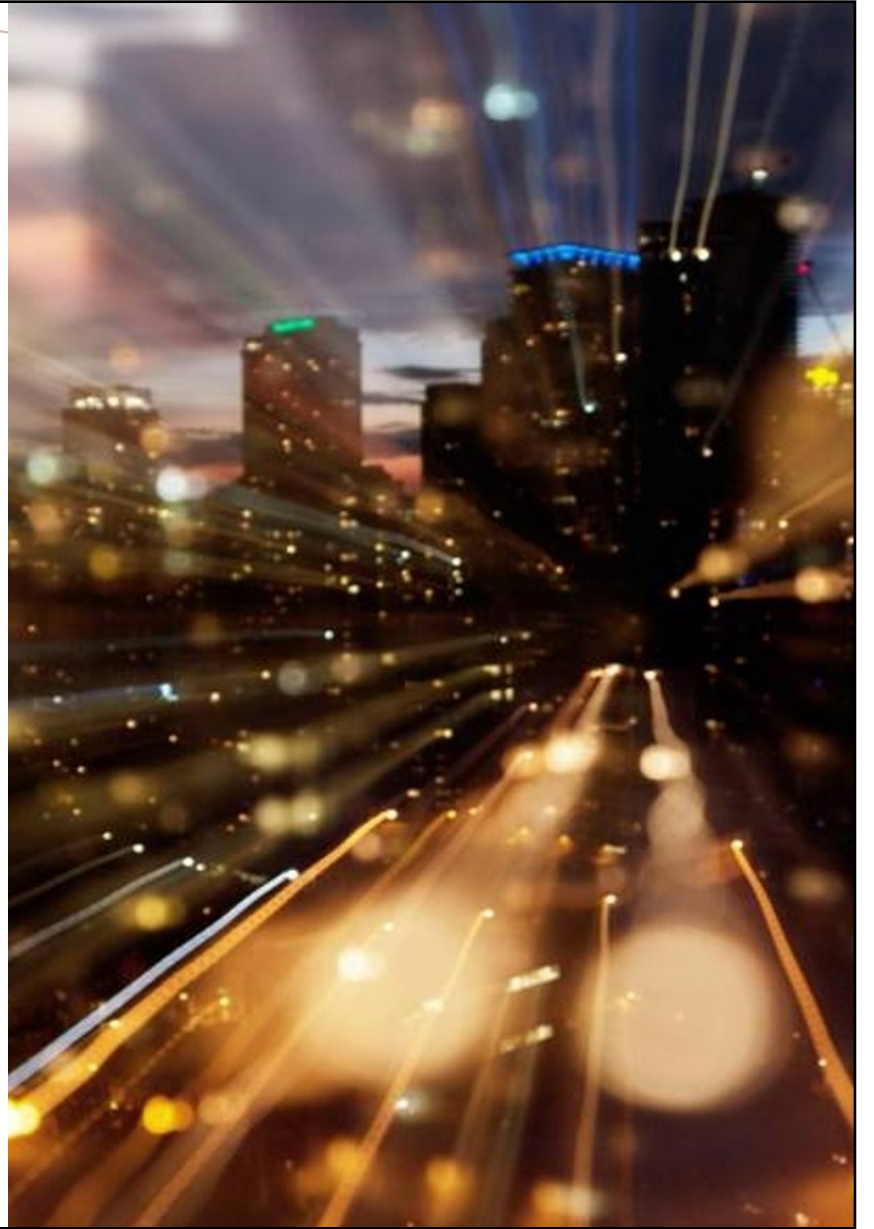
Summary of Cases Opened by Incident Type

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

Revenue Summary

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

BUSINESS LICENSING DIVISION



BUSINESS LICENSING DIVISION

2025 Impact and benchmarks

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

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

BUSINESS LICENSING DIVISION

Goals

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

PLANNING AND ZONING DIVISION

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PLANNING AND ZONING DIVISION

2025 impact and benchmark

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

PLANNING AND ZONING DIVISION

Goals

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

EMERGENCY MANAGEMENT DIVISION

2025 Impact and benchmarks

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

EMERGENCY MANAGEMENT DIVISION

Goals

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



THANK YOU



Agenda Item Report

Subject:	Report from the Police Department - Chief DeCoursey
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Daniel DeCoursey, Police Chief
Dept/Group:	Police Department
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

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



2026

Town of Pembroke Park Police Department



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

Executive Summary

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

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

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

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

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

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

Department Overview

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

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

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

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

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

2025 Measurable Accomplishments

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

Labor Relations and Organizational Stability

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

Department Identity and Professional Standards

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

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Leadership Development and Training

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

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

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

Mental Health and Wellness

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

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Equipment, Technology, and Officer Safety

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

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

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

Records Management and Data Reporting

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

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

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

Community Engagement and Partnerships

Community trust and collaboration remained central to Department operations:

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

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

Interagency Coordination and Training

The Department enhanced regional coordination and preparedness through:

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

These efforts strengthened regional interoperability and emergency response readiness.

Grants and External Funding

The Department responsibly managed and maximized external funding sources:

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Professional Recognition

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

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

2026 Goals, Projects, and Strategic Priorities

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

Accreditation and Professional Excellence

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Community Engagement and Visibility

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

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

Crime Reduction and Enforcement Effectiveness

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

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

Training, Wellness, and Risk Management

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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Communication, Transparency, and Professional Image

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

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

Fiscal Responsibility

Prudent management of resources supports operational sustainability and public confidence:

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025

Executive Conclusion

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

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

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

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

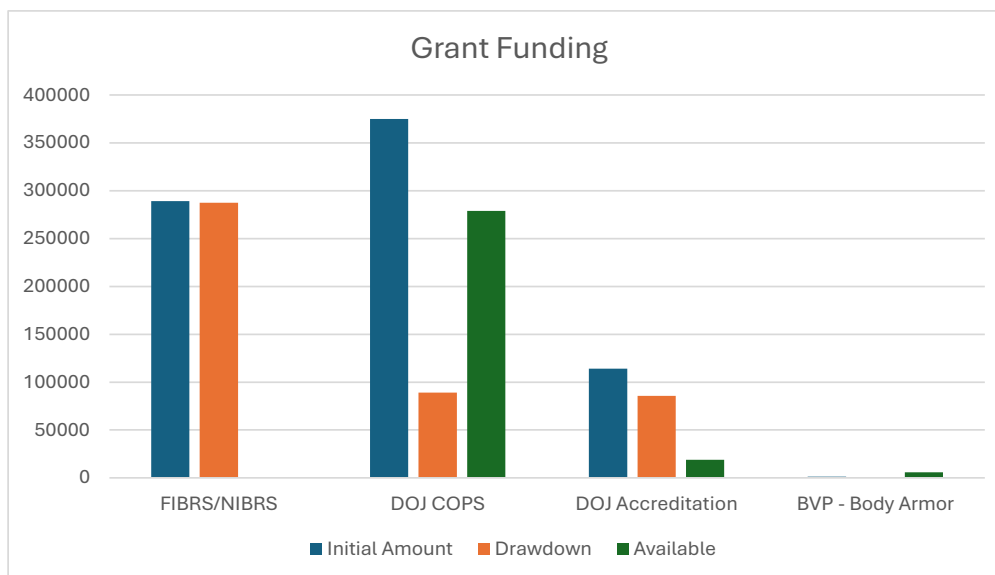
Looking ahead, the Department's 2026 priorities build directly upon the accomplishments of the previous year. The goals focus on maintaining accreditation readiness, enhancing community engagement, reducing crime through intelligence-led and collaborative enforcement strategies, strengthening officer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

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

TOWN OF PEMBROKE PARK POLICE DEPARTMENT

ANNUAL COMMISSION REPORT

2025



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ANNUAL COMMISSION REPORT

Pembroke Park Police
Department

2025 Review | 2026 Focus



Our Mission



Protect life, property,
and constitutional
rights



Serve the community
with professionalism
and integrity



Build trust through
transparency and
accountability



OVERVIEW: 2025 ACCOMPLISHMENTS

- Organizational stability and labor relations

- Leadership development and training

- Officer wellness and safety investments

- Technology and records modernization

- Community engagement and partnerships

- Fiscal accountability and grant management

- Accreditation foundation established

Labor Relations & Organizational Stability



Strengthening Workforce Stability

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

FRATERNAL ORDER OF POLICE

THE VOICE OF OUR NATION'S LAW ENFORCEMENT OFFICERS

Department Identity & Professional Standards



Department Identity & Professional Standards

- Issued newly designed police badge to all sworn personnel
- Adopted official motto:
“Community. Service. Commitment.”
- Rebranded patrol vehicles with updated badge and motto
- Strengthened organizational pride and public recognition
- Reinforced professionalism and public trust

Leadership Development & Training

Building Organizational Competence

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



Mental Health & Wellness Program

Page 20 of 37

Supporting Workforce Resilience

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



Equipment, Technology & Officer Safety

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



Records Management & Data Reporting

Page 22 of 37

Modernizing Systems & Compliance

Successful deployment of SmartCOP Records Management System

Full crime reporting to FDLE using FIBRS and NIBRS standards

FIBRS & NIBRS Grant completion with \$287,384 in grant reimbursements received

Comprehensive audits and inventories of firearms, property, and evidence are fully documented in the new RMS

Improved accuracy, transparency, and data integrity



Community Engagement & Partnerships

Building Public Trust

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



Interagency Coordination & Training

Regional Readiness

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

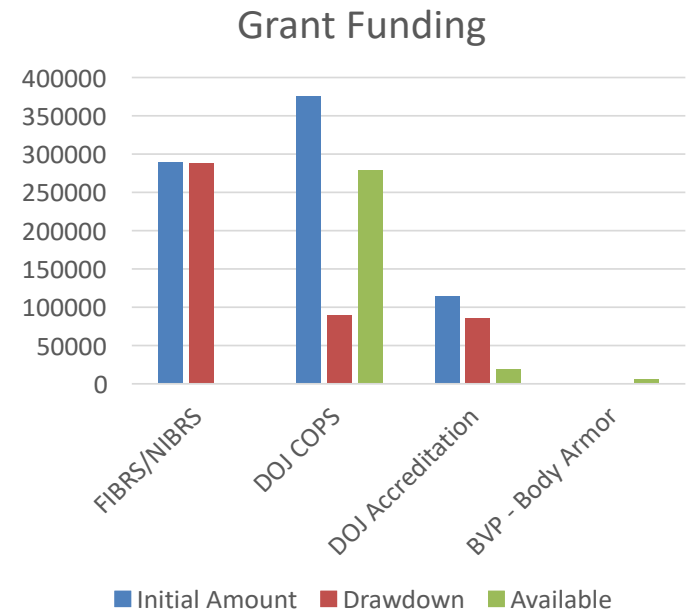


Grants & External Funding

Page 25 of 37

Responsible Fiscal Management

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



Professional Recognition

Page 26 of 37

Honoring Excellence

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





2026 Strategic Direction

Advancing Organizational Excellence

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

**THANK YOU
FOR YOUR
CONTINUED
SUPPORT!**





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



January 2026 Administrative Report

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

Community Outreach and Special Events

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

Training and Interagency Collaboration

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

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

Staffing

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

Conclusion

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

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

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

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



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

December 23, 2025

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

December 24, 2025

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

December 25, 2025

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

December 26, 2025

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

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

December 27, 2025

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

December 28, 2025

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

December 29, 2025

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

December 31, 2025

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

January 01, 2026

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

January 02, 2026

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

January 03, 2026

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

January 04, 2026

- **Case #PKPD26OFF000124**

Incident: **Disturbance**

Location: All-Ways Towing

- **Case #PKPD26OFF000130**

Incident: **Fraud**

Location: 5500 SW 32 Court

- **Case # PKPD26OFF000147**

Incident: **Stolen Vehicle Recovered**

Location: 3215 SW 52 Avenue

- **Case #PKPD26OFF000165**

Incident: **Attempted Burglary Conveyance**

Location: 5551 W. Hallandale Beach Blvd. - Marathon Gas Station

- **Case #PKPD26OFF000146 & PKPD26OFF000149**

Incident: **Civil Assist**

Location: All-Ways Towing

January 05, 2026

- **Case #PKPD26OFF000011**

Incident: **Death Investigation**

Location: 5510 SW 33 Street

- **Case #PKPD26OFF000215**

Incident: **Narcotics Complaint**

Location: 3996 Pembroke Road

- **Case #PKPD26OFF000216**

Incident: **Burglary – Commercial: Attempt**

Location: 4100 W. Hallandale Beach Blvd. - Family Dollar

January 06, 2026

- **Case #PKPD26OFF0000228**

Incident: **Stolen Vehicle Recovery**

Location: 5200 Block of W. Hallandale Beach Blvd.

- **Case #PKPD25OFF017535**

Incident: **Burglary – Commercial**

Location: 3950 Pembroke Road – Wendy's

- **Case #22-2601-000261**

Incident: **AOA Hallandale Beach PD**

January 07, 2026

- **Case #PKPD26OFF000287**

Incident: **Disturbance**

Location: 3136 John P. Curcie Drive

- **Case #PKPD26OFF000310**

Incident: **Domestic Dispute – Verbal**

Location: 2450 S. Park Road

January 08, 2026

- **Case #PKPD26OFF000317**

Incident: **Battery**

Location: Polo Bar & Grill

- **Case #PKPD26OFF000328**

Incident: **Petit Theft**

Location: 4790 W. Hallandale Beach Blvd. - Dollar General

January 09, 2026

- **Case #PKPD26OFF000399**

Incident: **Criminal Mischief**

Location: 3031 W. Hallandale Beach Blvd. - RaceTrac

- **Case #PKPD26OFF000425**

Incident: **Traffic Crash**

Location: W. Hallandale Beach Blvd. Railroad Xing

January 10, 2026

- **Case #PKPD26OFF000456**

Incident: **AOA – BSO West Park**

January 11, 2026

- **Case #PKPD26OFF000464**

Incident: **Larceny – E-Bike**

Location: Wawa

January 12, 2026

- **Case #PKPD26OFF000509**

Incident: **Baker Act**

Location: 3520 SW 52 Ave. - Watkins ES

- **Case #PKPD26OFF000511**

Incident: **Grand Theft Auto**

Location: 2475 SW 32 Ave. - ADL Delivery

- **Case # PKPD26OFF000552**

Incident: **Burglary Conveyance, Criminal Mischief, Grand Theft**

Location: 2930 SW 30 Ave. - Scarlett's

January 14, 2026

- **Case #PKPD26OFF000630**

Incident: **Wanted Person**

Location: 4100 block of W. Hallandale Beach Blvd.

January 15, 2026

- **Case #PKPD26OFF000643**

Incident: **Grand Theft Auto**

- **Case #PKPD26OFF000668**

Incident: **Vandalism**

Location: 4400 W. Hallandale Beach Blvd.

- **Case #PKPD26OFF000670**

Incident: **Vehicle Burglary**

Location: 2930 SW 30 Avenue

January 16, 2026

- **Case #PKPD26OFF000671**

Incident: **Theft**

Location: 5590 W. Hallandale Beach Blvd. - Polo Club

- **Case #PKPD26OFF000690**

Incident: **Battery**

Location: 3535 SW 52 Avenue – Plaza (ALF)

- **Case #PKPD26OFF000703**

Incident: **Trespass Warning**

Location: 4100 W. Hallandale Beach Blvd. - Family Dollar

January 18, 2026

- **Case #PKPD26OFF000796**

Incident: **Information**

Location: 2575 S. Park Road

- **Case #PKPD26OFF000800**

Incident: **Burglary**

Location: 3080 Pembroke Road – Public Storage

- **Case #PKPD26OFF000835**

Incident: **Domestic Battery by Strangulation/Preventing the use of 911**

Location: 4815 SW 52 Avenue, #105

January 19, 2026

- **Case #PKPD26OFF000837**

Incident: **Commercial Burglary**

Location: 5595 SW 41 Avenue

- **Case #PKPD26OFF000838**

Incident: **Burglary to a Vehicle**

Location: 3861 SW 52 Avenue

- **Case #PKPD26OFF000842**

Incident: **Commercial Burglary**

Location: 2514 SW 30 Ave. - The Dr's Toy Store

- **Case #PKPD26OFF000870**

Incident: **Civil Matter**

Location: All-Ways Towing

- **Case #PKPD26OFF000868**

Incident: **Information**

Location: 4400 Block of W. Hallandale Beach Blvd.

January 20, 2026

- **Case #PKPD26OFF000885**

Incident: **Grand Larceny**

Location: 3031 W. Hallandale Beach Blvd. - RaceTrac

- **Case #22-2601-000924**

Incident: **AOA Miami Gardens**



Agenda Item Report

Subject:	Report from the Town Clerk Department - Town Clerk Garcia-Lima
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Cynthia Garcia-Lima, Town Clerk
Dept/Group:	Clerk
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

[TPP Goals & Accomplishments 2025-2026](#)

TOWN CLERK'S OFFICE

2025 Accomplishments & 2026 Goals

Cynthia Garcia-Lima, Town Clerk



MISSION STATEMENT

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



2025 MEASURABLE RESULTS

Page 4 of 13



Website Revamp and
Modernization



Public Records Request
System
Implementation



Records Room
Organization and
Compliance



Lien Search Fee
Adjustment



Meeting Coordination
and Legislative
Compliance



WEBSITE REVAMP AND MODERNIZATION

TOWN COMMISSION

TOWN MANAGER

POLICE

PUBLIC SERVICES

Migrated from outdated system to modern platform

User-friendly

Integrated social media feeds and real-time alerts

Added online forms and improved mobile responsiveness

Increase in Traffic, Engagement, and reduction in Bounce rate



January 2026 Food Giveaway Event

Town & Farm Share Team Up to Help Residents
Read on...



2026 Town Holiday Schedule

2026 Town Holiday Schedule - Town Hall Closed These Days
Read on...

FACEBOOK

INSTAGRAM

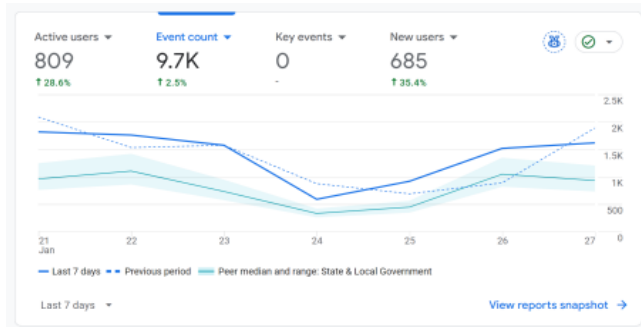


Town of Pembroke Park
822 followers

Followed

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Pembroke Park, FL ...	420 ↓0.5%
Police Department ...	189 ↑64.3%
Search • Pembroke P...	108 ↓32.5%
Building Department ...	107 ↓9.3%
Custom404 • Pembr...	104 ↑40.5%
Online Permitting Sy...	64 ↓31.9%
Town Commission ...	50 ↓25.4%

Last 7 days [View pages and s...](#) →

Sessions by Session primary ch...	SESSIONS
Organic Search	662 ↑14.5%
Direct	289 ↑46.7%
Referral	51 ↓17.7%
Organic Social	58 ↑286.7%
Unassigned	1 0.0%

Last 7 days [View traffic acqu...](#) →

WEBSITE ANALYTICS

PUBLIC RECORDS REQUEST SYSTEM

Open Public Records

Thank you for visiting the Town of Pembroke Park's Records Request Portal. This web portal will help you communicate with the town about what documents you need. In order to submit a new public records request using this portal, please click the Make Request link and complete the form. The Town Clerk's Office is committed to providing complete transparency of all applicable town records in accordance with Florida Statutes, Chapter 119.

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

If you have any questions or need further assistance, please contact the Town of Pembroke Park at (954) 355-2442.

Search

Search 622 requests and counting.

Town of Pembroke Park
NextRequest

Make request All requests

Explore 547 requests 

Use filters to find the requests you're looking for.

Filters [Reset filters](#)

☐  Restricted

Request date (start)
01/01/2025 

Request date (end)
12/31/2025 

547 Requests

Request	Status
25-547	
25-546	
25-545	
25-544	
25-543	
25-542	


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

RECORDS ROOM ORGANIZATION

Page 8 of 13



Reviewed 500+ boxes of records



Shredded 159.5 cubic feet (13 bins) of documents



Improved compliance and freed storage space



BEFORE





AFTER



LIEN SEARCH FEE ADJUSTMENT

Page 11 of 13



First increase in over 10 years



Aligns with industry standards
and neighboring municipalities



Ensures cost recovery and
supports operations



MEETING COORDINATION & COMPLIANCE

Prepared
agendas for all
2025 meetings

Coordinated
quorum for
every meeting

Minutes are
fully up to
date



2026 GOALS AND INITIATIVES

Launch new agenda management software by March 31, 2026

Seek approval to become a passport agent facility

Transition to a paperless office

Finalize scanning of all pending files

Improve website accessibility for self-service records

Online payments for extensive requests

Form uploads

Updating the Records Management Manual





Agenda Item Report

Subject:	Report from the Finance Department - Finance Director Davermann
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Finance Director, Finance & Budget Director
Dept/Group:	Finance
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

[TPP Finance Accomplishments 2.3.26](#)

Town of Pembroke Park Finance Department – Accomplishments & Updates

Page 2 of 12

Welcome To
The Town of
Pembroke Park

Established 1957

Town of Pembroke Park Commission Workshop
February 3RD, 2026



Finance Department Mission: Five Pillars of Operational Excellence

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

1

FISCAL SUSTAINABILITY

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

2

BUDGET STEWARDSHIP

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

3

AUDIT EXCELLENCE

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

4

OPERATIONAL INTEGRITY

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

5

REGULATORY COMPLIANCE

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

OUR COMMITMENT

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

WHAT SUCCESS LOOKS LIKE

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



Budget Analysis Enabled Competitive Police Pay

Scenario modeling ensured fiscal sustainability while achieving recruitment goals

CHALLENGE

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

APPROACH

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

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

*Officers 5.5% / Sergeants & Lieutenants 4.7%

RESULT

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



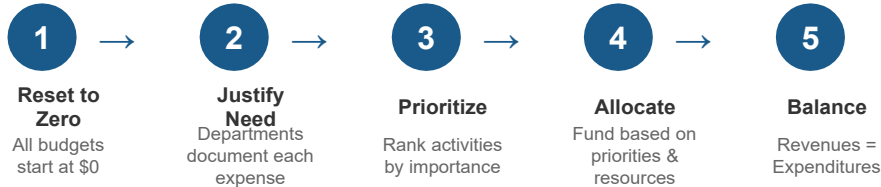
Zero-Based Budgeting Delivered Balanced FY26 Budget

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

WHAT IS ZERO-BASED BUDGETING?

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

THE ZBB PROCESS



KEY BENEFITS

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

RESULT



Balanced Budget

Adopted FY26

Revenues = Expenditures

No deficit financing required

All expenses justified from zero

Only 2% increase vs. prior year

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



Town of Pembroke Park Adopts First Capital Improvements Element in 11 Years

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

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

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

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

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

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



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

Page 7 of 12

7

years since last
on-time audit

~40%

reduction in year-end
audit workload

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

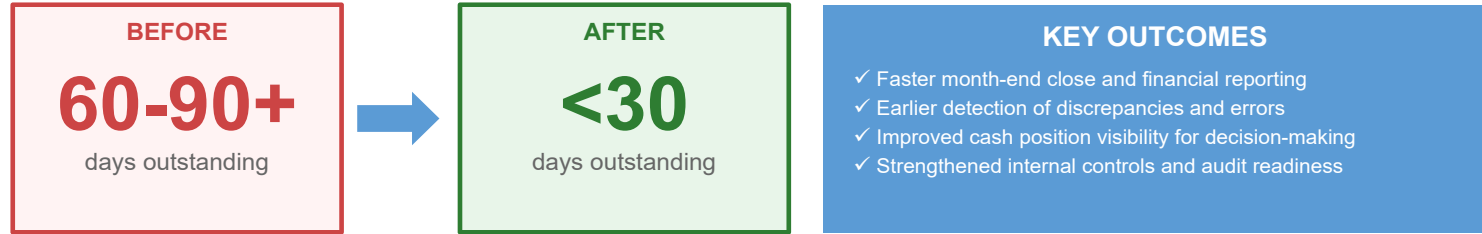
Key Strategies Implemented

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



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

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Root Causes Identified & Addressed

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

Process Improvements Implemented

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



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

100%

New Hires Require
Procurement Training

7

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

48-hour
turnaround for
Purchase
Orders

5

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

Training & Education

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

Risk Management

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

Compliance & Oversight

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

Strategic Initiatives

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

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



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

1 CHECK REQUEST FORM

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

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

3 EVENT EXPENSE FORM

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

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

2 TRAVEL REIMBURSEMENT FORM

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

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

4 BUILDING CHECK REQUEST FORM

Problem: Time spent on manual lookups

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

5 FINANCIAL REPORTING CALENDAR TRACKER

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

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

KEY IMPACT

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



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

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6

Month Backlog
Cleared

\$2K

Tax Refund
Recouped

THE CHALLENGE

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

Key Issues:

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

THE SOLUTION

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

Actions Taken:

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

New Compliance Framework: Documentation Requirements Now Tracked

Fuel Receipts

Detailed receipts for all tax-paid purchases collected systematically

Vehicle Registration

Verification of registration and weight maintained for IFTA

Equipment IDs

Vehicle and equipment identification numbers tracked centrally



Five Strategic Initiatives To Drive Finance Department Transformation in FY27

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





Agenda Item Report

Subject:	Report from the Public Services Department - Public Services Director Odoms
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Jeff Odoms, Public Services Director
Dept/Group:	Public Works
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

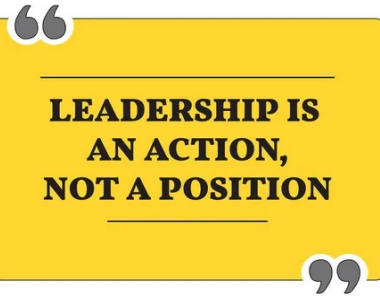
ATTACHMENTS:

[Public Works Accomplishments-2025-2026](#)

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



Jeff Odoms, Public Works Director



Overview

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

Key Themes:

Fiscal recovery and accountability

Operational modernization

Delivery of critical infrastructure projects

Workforce development and organizational stability

Restoration of Capital Improvement Plan compliance



Infrastructure/Operations Command Board

Main table			
New task	Search	Person	Filter
To-Do			
Task	Owner	Status	
Surtax PPRK 002 Project	VD	Working on it	
Town Hall - ADA Bathrooms	ML	Working on it	
CRS-Community Rating System		Working on it	
Quiet Zone		Working on it	
Infrastructure Project Prioritization	NH	Done	
FY26 5-YR CIP		Done	
Professional Development/Training		Done	
CCNA Work Authorization Optimization		Done	
New CCNA RFP		Done	
Utility Rate Study		Working on it	
FOG Program Ordinance and Program		Working on it	
Sanitary Sewer Capacity Negotiations		Working on it	
EPA Superfund Site Cleanup		Working on it	
Town Hall Hardening / Roof Grant Closeout	VD	Working on it	
Emergency Generator Grant	VD	Working on it	
Surtax PPRK-010 Grant Project	VD	Working on it	
CSLIP Project- S. Park Rd. MPO Approval	VD	Done	
SW 25th St. Proj. Construction Phase 1	NH	Working on it	
P.O Closeout & Rollover		Done	
CSLIP S. Park Rd. Project Design	NH	Working on it	
Surtax SW 52nd Ave. Project (design)	NH	Working on it	
SW 30th St. Force Main Project	NH	Done	
Elevator Modernization Contract review	ML	Working on it	
Renovations	ML	Working on it	
Street Sweeping Contract Review	ML	Done	
Digital Signage	ML	Working on it	
SW 52nd Ave Roadway Depression	ML	Done	
Roadway/Parking Rehabilitation	ML	Done	

Initialized utilization of the Monday.com Project Management System

Modernizing Project Oversight & Accountability

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

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





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

Current Portfolio (64 Active Projects):

53.12% (34) – Working on it

34.38% (22) – Done

7.81% (5) – Not Started

4.69% (3) – Stuck

Commission Impact:

- ✓ Transparency
- ✓ Accountability
- ✓ Data-driven decision-making



Roadway & Traffic Improvements

Completed Projects:

SW 52nd Avenue Road Depression Repair

Town Hall Parking Lot Resurfacing & Striping

SW 52nd Avenue Traffic Marking Improvements

S. Park Road Milling & Resurfacing

Commission Impact:

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

Stormwater Program Advancement

Restarting and Advancing Critical Flood Mitigation Projects

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

Advanced SW 36th Court Stormwater Project design development.

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

Commission Impact:

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





Workforce Development & Organizational Capacity

Building a Sustainable Public Works Team

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

Results:

Improved workforce morale
Increased retention
Clear professional growth opportunities

Commission Impact:

- ✓ Stronger workforce
- ✓ Reduced turnover risk
- ✓ Long-term operational stability

Facilities, Utilities & Resilience Projects

Town Hall Emergency Generator Project:

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

Town Hall Elevator Rehabilitation:

- Project initiated, purchase order created, first deposit made

Town Hall A/C Replacement and Rehabilitation:

- Project initiated, purchase order created, first deposit made.

Modular Building

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

Commission Impact:

- ✓ Facility reliability
- ✓ Emergency preparedness
- ✓ Regulatory compliance



Infrastructure Projects 2025

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SW 30th St. Force Main Replacement

- Started June 23rd, 2025, Completed January 2026

SW 25th St. Stormwater Rehabilitation

- Started September 2025

Geo Scada

- To be completed in 2026



Capital Improvement Program (CIP) Compliance

Restoring Statutory Compliance & Long-Term Planning

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

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

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

Commission Impact:

- ✓ Restored compliance
- ✓ Improved funding competitiveness
- ✓ Predictable infrastructure planning



CAPITAL
IMPROVEMENT
PLAN
Fiscal Years 2025 - 2030



Infrastructure



Infrastructure Projects 2025-2030

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

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



Infrastructure Projects- 2026-2027 Infrastructure Projects

Projects Beginning Construction

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

Projects Currently in Design

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

Projects Awaiting Construction Funding

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



Parks and Recreation

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Why a 2026 Parks Plan is Necessary

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

Key issue: current staffing model dilutes accountability



2026 Strategic Vision & Operating Model



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

Shift from maintenance-driven to community-centered destinations

Three targeted roles proposed:

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

Grant Management Update

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

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



Questions?

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Agenda Item Report

Subject:	Report from the IT Department - IT Director Pakula
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	townclerk
Staff Contact:	Mark Pakula, Information Technology Director
Dept/Group:	IT
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

[2025-2026 IT Department Accomplishments and Goals](#)

2025–2026 IT Department Accomplishments and Goals



Town & Police Department Technology Overview

2025 ACCOMPLISHMENTS

Infrastructure & Systems Upgrades

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

Cybersecurity & Compliance

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

Police Department Technology Enhancements

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

User Support & Help Desk

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

Cloud Services & Modernization

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

Communications & Connectivity

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

Policy, Governance & Documentation

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

Cost Savings & Efficiency Gains

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

Community Support

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

Grants & Funding Achievements

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

Professional Development

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

Key Performance Metrics (Summary)

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

2026 GOALS

2026 Strategic Goals

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

2026 Strategic Metrics(Targets)

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



Agenda Item Report

Subject:	Accountability - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	

ATTACHMENTS:

[Follow-up - expectations for 2026 DO NOT REPLY ALL](#)

[Rumors circulating, job stability and accountability DO NOT RESPOND ALL](#)

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

Department Directors, Managers, and Staff,

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

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

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

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

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

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

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

Respectfully,

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

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

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

Town Directors, Department Heads, Staff, and Officers,

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

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

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

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

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

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

Respectfully,

Mayor Geoffrey Jacobs
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Agenda Item Report

Subject:	Discussion on Little Free Libraries - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Discussion on Vulnerability Assessment March 2025 - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 23, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Discussion on the Assistant Town Manager/Administrative Services Director Position - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Discussion on Taxation/ Utilities/fire suppression - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Discussion on the Building Department - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Discussion on ARPA funds - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	



Agenda Item Report

Subject:	Christmas Tree - Sponsored by Mayor Jacobs
Meeting Date:	Special Commission Meeting - February 20, 2026
Prepared For:	Town Commission
Staff Contact:	Geoffrey Jacobs, Commissioner
Dept/Group:	Administrative
Recommendation for Counsel to consider:	
Background Information:	
Staff Recommendations:	
Procurement:	
Financial Implications:	
Alternatives:	