



# Town of Pembroke Park

## Agenda

**WORKSHOP COMMISSION MEETING Meeting**  
**Monday, August 12, 2019 @ 7:00 PM**  
**Council Chambers**

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Page      |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 1. DISCUSSION: APPROVAL OF BILLS \$500.00 – FINANCE DEPARTMENT                                                                                                                                                                                                                                                                                                                                                                                                                |           |
| 1.1. <a href="#">01. Approval of Bills \$500.00 August 7 2019</a>                                                                                                                                                                                                                                                                                                                                                                                                             | 5 - 6     |
| 2. DISCUSSION: FINANCE & BUDGET UPDATE – FINANCE DEPARTMENT                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| 2.1. <a href="#">02. July 2019 Bank Summary</a><br><a href="#">02. GL Budget Performance - July 2019 - Revenue Expenditures</a><br><a href="#">02. Employee Leave Report (2)</a>                                                                                                                                                                                                                                                                                              | 7 - 44    |
| 3. DISCUSSION: BUSINESS TAX RECEIPT AND BILLING UPDATE – BUSINESS TAX/<br>BILLING CLERK GROOMS                                                                                                                                                                                                                                                                                                                                                                                |           |
| a. FY 17-18 Inactive Accounts                                                                                                                                                                                                                                                                                                                                                                                                                                                 |           |
| b. Update on Public Information Request                                                                                                                                                                                                                                                                                                                                                                                                                                       |           |
| c. Sign Variance Credit Balances                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |
| d. Update Status of Minutes                                                                                                                                                                                                                                                                                                                                                                                                                                                   |           |
| e. Waiver Request – Just Insurance Brokers                                                                                                                                                                                                                                                                                                                                                                                                                                    |           |
| f. Waiver Request – Lift Masters                                                                                                                                                                                                                                                                                                                                                                                                                                              |           |
| 3.1. a. FY 17-18 Inactive Accounts<br>b. Update on Public Information Request<br>c. Sign Variance Credit Balances<br>d. Update Status of Minutes<br>e. Waiver Request – Just Insurance Brokers<br>f. Waiver Request – Lift Masters                                                                                                                                                                                                                                            |           |
| 3.2. <a href="#">03. Aug 2019- -Billing Report</a><br><a href="#">03.a Aug 2019-AgendaRequest-Inactive Cust Bal 17-18</a><br><a href="#">03.b Aug 2019-AgendaRequest-Public Info Request</a><br><a href="#">03.c Aug 2019-AgendaRequest-Sign Var with Credit Bal</a><br><a href="#">03.d Aug 2019-AgendaRequest-Update on Status of Minutes</a><br><a href="#">03.e Aug 2019-Waiver Request-Just Ins Brokers</a><br><a href="#">03.f Aug 2019-Waiver Request-Lift Masters</a> | 45 - 76   |
| 3.3. <a href="#">03. Aug 2019- -Billing Report</a><br><a href="#">03.a Aug 2019-AgendaRequest-Inactive Cust Bal 17-18</a><br><a href="#">03.b Aug 2019-AgendaRequest-Public Info Request</a><br><a href="#">03.c Aug 2019-AgendaRequest-Sign Var with Credit Bal</a><br><a href="#">03.d Aug 2019-AgendaRequest-Update on Status of Minutes</a><br><a href="#">03.e Aug 2019-Waiver Request-Just Ins Brokers</a><br><a href="#">03.f Aug 2019-Waiver Request-Lift Masters</a> | 77 - 108  |
| 3.4. <a href="#">03. -Billing Report</a>                                                                                                                                                                                                                                                                                                                                                                                                                                      | 109 - 129 |
| 3.5. <a href="#">03. -Billing Report</a>                                                                                                                                                                                                                                                                                                                                                                                                                                      | 131 - 151 |
| 3.6.                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |           |

4. DISCUSSION: BUILDING DEPARTMENT UPDATE – INTERIM BUILDING OFFICIAL NUNEZ
  - 4.1. [04. Building Department Update](#) 153 - 158
5. DISCUSSION: BUILDING PLAN REVIEW AND INSPECTION SERVICES - PUBLIC SERVICES DIRECTOR LARSON
  - 5.1. [05. Building Plan Review and Inspection Services](#) 159 - 174
6. DISCUSSION: CODE ENFORCEMENT DEPARTMENT UPDATE – CHIEF CODE ENFORCEMENT OFFICER LOUIS
  - 6.1. [06. Code Enforcement Department Update](#) 175 - 177
7. DISCUSSION: INFORMATION TECHNOLOGY UPDATE – IT DIRECTOR PAKULA
  - a. Document Imaging Project
  - b. Computer Software – Office 365
  - c. Website
8. DISCUSSION: PARKS DEPARTMENT UPDATE – PARKS’ SUPERVISOR MCKINE
9. DISCUSSION: PUBLIC SAFETY – CHIEF COKER  
[Public Safety - BSO](#) 179 - 184
10. DISCUSSION: FIRE SAFETY – CHIEF KANE
11. DISCUSSION: STATUS OF TOWN PROJECTS –VICE-MAYOR CLARK/ PUBLIC SERVICES DIRECTOR LARSON
  - a. Florida Department of Transportation (FDOT)/Metropolitan Planning Organization Update – Vice-Mayor Clark/ Public Services Director Larson
  - b. Metropolitan Planning Organization (MPO)
  - 11.1.
    - a. Florida Department of Transportation (FDOT)/Metropolitan Planning Organization Update – Vice-Mayor Clark/ Public Services Director Larson
    - b. Metropolitan Planning Organization (MPO)  
[STATUS REPORTS PUBLIC WORKS PROJECTS 8-12-19](#) 185 - 188
12. DISCUSSION: DISASTER DEBRIS REMOVAL AND DISPOSAL SERVICES BID AWARD – PUBLIC SERVICES DIRECTOR LARSON
13. DISCUSSION: CAPITAL IMPROVEMENT PLAN AMENDMENT - VICE-MAYOR CLARK/ PUBLIC SERVICES DIRECTOR LARSON
14. DISCUSSION: 2019 HEALTHY COMMUNITY CHAMPIONS RECOGNITION PROGRAM – VICE MAYOR CLARK/ PUBLIC SERVICES DIRECTOR LARSON
15. DISCUSSION: LEGISLATIVE UPDATE – VICE-MAYOR CLARK /ATTORNEY SIGERSON
  - a. Petitions
  - b. Annexation
16. DISCUSSION: INTERNATIONAL PROMOTIONS, BUSINESSES, COMMUNITY INVOLVEMENT – VICE MAYOR CLARK
  - a. Special Recognition for: Coca Cola, Pembroke Park Church of Christ, Professional Firefighters Association, and Club Richelieu
  - b. Agro-Eco Center/Community Garden/ Food Forest/ Grants
  - c. Exercise and Playground Equipment

#### INFORMATIONAL

- d. Wellness Programs – Focal Point and Aging and Disability Resource Center (ADRC)
- e. 2019 Winter Festival – Club Richelieu
- f. FITCE 2019
- g. Free Trade Zone – Branding
- h. Francophone/Francophile

- 16.1.
  - a. Special Recognition for: Coca Cola, Pembroke Park Church of Christ, Professional Firefighters Association, and Club Richelieu
  - b. Agro-Eco Center/Community Garden/ Food Forest/ Grants
  - c. Exercise and Playground Equipment

INFORMATIONAL

- d. Wellness Programs – Focal Point and Aging and Disability Resource Center (ADRC)
- e. 2019 Winter Festival – Club Richelieu
- f. FITCE 2019
- g. Free Trade Zone – Branding
- h. Francophone/Francophile

- 17. DISCUSSION: AGRICULTURE EDUCATION AND PROMOTION FACILITY FUNDING AND 2019-20 LEGISLATIVE APPROPRIATIONS - VICE MAYOR CLARK/ PUBLIC SERVICE DIRECTOR LARSON

17.1.

- 18. DISCUSSION: BROWARD SHERIFF OFFICE (BSO) CONTRACT – VICE-MAYOR-LEAD COMMISSIONER CLARK/ LEAD ATTORNEY PARKE

- 19. DISCUSSION: BROWARD SHERIFF OFFICE (BSO) CONTRACT ISSUES – VICE-MAYOR-LEAD COMMISSIONER CLARK/ LEAD ATTORNEY PARKE

- 20. DISCUSSION: CONTRACTS – MAYOR MOHAMMED/ VICE MAYOR CLARK/ ATTORNEY RYAN

20.1. [20. Town Contracts](#) 189 - 194

- 21. DISCUSSION: RESURFACING EXTERIOR OF TOWN HALL – MAYOR MOHAMMED

21.1. [21. Town Hall Resurfacing Project](#) 195

- 22. DISCUSSION: 2019 MAYORS NATIONAL YOUTH SUMMIT UPDATE – MAYOR MOHAMMED

- 23. DISCUSSION: TOWN VEHICLE POLICY – MAYOR MOHAMMED

- 24. DISCUSSION: ALCOHOLIC BEVERAGE SALES EXTENDED HOURS LICENSES – ANNUAL FEES – CONSULTANT TOWN PLANNER MILLER

24.1. [24. Alcoholic Beverage Sales Extended Hours Licenses – Annual Fees](#) 197 - 203

- 25. DISCUSSION: SENECA COMMERCE CENTER (SCC) – RIGHT-OF-WAY ENCROACHMENT AGREEMENT – CONSULTANT TOWN PLANNER MILLER

25.1. [25. Seneca Commerce Center \(SCC\) - Right-of-Way Encroachment Agreement - Portion of Buffer Wall](#) 205 - 219

- 26. DISCUSSION: SIGN CODE ANALYSIS – CONSULTANT TOWN PLANNER MILLER

26.1. [26. Sign Code Analysis](#) 221 - 243

- 27. DISCUSSION: KOINONIA WORSHIP CENTER EXPANSION PROJECT –

CONSULTANT TOWN PLANNER MILLER

|       |                                                                                                                                                                 |           |
|-------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| 27.1. | <a href="#">27. Koinonia Worship Center Expansion</a>                                                                                                           | 245 - 274 |
| 27.2. | <a href="#">27. Koinonia Worship Center Expansion</a>                                                                                                           | 275 - 304 |
| 28.   | DISCUSSION: SURPLUS AND SALVAGE EQUIPMENT – DEPUTY TOWN CLERK JOSEPH                                                                                            |           |
|       | <a href="#">surplus and Salvage</a>                                                                                                                             | 305 - 306 |
| 29.   | DISCUSSION: FLORIDA DEPARTMENT OF TRANSPORTATION REVISED FISCAL YEAR 2019-2020 WORK ORDER FOR STREET LIGHTING AND MAINTENANCE - PUBLIC SERVICES DIRECTOR LARSON |           |
| 29.1. | <a href="#">29. FLORIDA DEPARTMENT OF TRANSPORTATION</a>                                                                                                        | 307       |
| 29.2. | <a href="#">29. FLORIDA DEPARTMENT OF TRANSPORTATION</a>                                                                                                        | 309       |
| 30.   | DISCUSSION: RECOGNITION FOR STREETS, ROADS, AND PARKS FOR ASSISTING IN THE ARGO-ECO GARDEN - VICE-MAYOR CLARK/ PUBLIC SERVICES DIRECTOR LARSON                  |           |
| 31.   | DISCUSSION: EXECUTION OF CDBG 45TH YEAR (PRESERVE PARK ADA PREFAB RESTROOM BUILDING) – PUBLIC SERVICES DIRECTOR LARSON                                          |           |
| 31.1. | <a href="#">32. AgendaRequest-44th Year CDBG Alternate Recommendation</a>                                                                                       | 311 - 317 |
| 32.   | DISCUSSION: RECOMMENDATION FOR ADDED UNITS - ITB 19-03 CDBG 44TH YEAR PRESERVE TOT LOT PLAYGROUND - PUBLIC SERVICES DIRECTOR LARSON                             |           |
| 33.   | DISCUSSION: EXECUTION OF FIRST AMENDMENT TO 44TH YEAR CDBG AGREEMENT PRESERVE TOT LOT PLAYGROUND – ATTORNEY RYAN/ PUBLIC SERVICES DIRECTOR LARSON               |           |
| 33.1. | <a href="#">33. AgendaRequest-44th Year CDBG First Amendment (1) (1)</a>                                                                                        | 319 - 325 |



**Town of Pembroke Park**  
**Bills over \$500**  
**August 7, 2019 Wednesday**

| <b>PAYMENTS</b>  |                                     |                                                                                                                          |              |               |
|------------------|-------------------------------------|--------------------------------------------------------------------------------------------------------------------------|--------------|---------------|
| <b>Invoice#</b>  | <b>Vendor</b>                       | <b>Service/Product</b>                                                                                                   | <b>Dept.</b> | <b>Amount</b> |
| 584468           | Ace Pump & Supply                   | Supplies for Repair to Irrigation Pump at Town Hall                                                                      | Non Dept     | \$ 549.01     |
| 12197            | Aero Electric Inc                   | Replace Defective Parts on the Automatic Transfer Switch at the Peninsula Lift Station                                   | Sewer        | \$ 520.00     |
| 12199            | Aero Electric Inc                   | Ordered Display Board Assemblies, LED Board, Key Pad for Lift Station                                                    | Sewer        | \$ 893.24     |
| 12202            | Aero Electric Inc                   | Received Ordered Parts for Multiple Automatic Transfer Switches for Various Lift Stations                                | Sewer        | \$ 1,692.19   |
| 12203            | Aero Electric Inc                   | Maintenance to Various Lift Stations                                                                                     | Sewer        | \$ 520.00     |
| 12214            | Aero Electric Inc                   | Maintenance & Repair to the Lift Station at Watkins Elementary                                                           | Sewer        | \$ 581.66     |
| 207166           | Brinkley Morgan                     | Matters Regarding the Progressive Waste Litigation Through June 30, 2019                                                 | Legal        | \$ 1,189.65   |
| 01-30502         | Burkhard's Tractor & Equipment      | Maintenance to Scag Lawnmower (Replaced 3 Spindles, Air Filter, Fuel Filter, Oil Filter, Front Wheels, Spark Plugs, ect) | Roads        | \$ 1,010.95   |
| 3017             | C & I Construction & Design Inc     | Concrete Grate Replacement for the Storm Drain on SW 31st Ave                                                            | Stormwater   | \$ 9,200.00   |
| 14345487July2019 | Florida Department of Revenue       | Unemployment Compensation Reimbursement for Georgina Rodriguez (04/01/2019-06/30/2019)                                   | Finance      | \$ 1,025.36   |
| 26646            | Florida Pumps Solution Corp         | Irrigation Pump Replacement at the Preserve (Emergency Repair)                                                           | Parks        | \$ 7,505.00   |
| 10876681         | Gray Robinson                       | Matters Regarding the Code Amendment (Billed Through June 30, 2019) File#820081-5                                        | Legal        | \$ 1,085.40   |
| 07292019Petersen | Jeanne Petersen                     | Temporary Staffing W/E 07/28/2019                                                                                        | Sewer        | \$ 720.00     |
| 17575            | Keith & Associates                  | Review of Engineering Project By Craig A. Smith & Associates (September 30, 2018 to October 27, 2018)                    | Legal        | \$ 875.00     |
| 26789            | Luke's Heavy Trucks & Equipment Inc | Repairs to Bucket Truck #35                                                                                              | Roads        | \$ 805.97     |
| 2019-PP-0701     | Michael Miller Planning Associates  | General Planning Services Rendered June 27, through July 31, 2019                                                        | Planning     | \$ 14,048.00  |
| 2019-PP-0702     | Michael Miller Planning Associates  | Land Development Planning Services Rendered June 27 through July 31, 2019                                                | Reimbursable | \$ 1,105.00   |
| July2019         | ProTech Auto Repair                 | Flush Brake System, Replace Front Brakes Calipers, Replace Master Cylinder and Oil/ Filter Change on Truck #29           | Sewer        | \$ 760.00     |
| 53640906         | Robert Half                         | Temporary Staffing Services W/E 06/07/2019 (H. Taubenfeld)                                                               | Finance      | \$ 5,176.25   |
| 53675931         | Robert Half                         | Temporary Staffing Services W/E 06/14/2019 (H. Taubenfeld)                                                               | Finance      | \$ 3,636.00   |
| 53743872         | Robert Half                         | Temporary Staffing Services W/E 06/21/2019 (H. Taubenfeld)                                                               | Finance      | \$ 3,232.00   |



|                 |                           |                                                                                                 |                  |              |
|-----------------|---------------------------|-------------------------------------------------------------------------------------------------|------------------|--------------|
| 151774          | Sachs Sax & Caplan        | Professional Services in Regards to the BSO Contract #13965-00001(Billed Through June 30, 2019) | Legal            | \$ 5,108.80  |
| 369416          | SNI Companies             | Temporary Administrative Service W/E 07/14/2019 (Erica Carter)                                  | Admin            | \$ 558.80    |
| 370218          | SNI Companies             | Temporary Administrative Service W/E 07/21/2019 (Erica Carter)                                  | Admin            | \$ 546.10    |
| 354004          | Seavey Garden & Equipment | Power Take-Off Switch (PTO) & Clutch for Riding Lawnmower                                       | Parks            | \$ 520.90    |
| 2030            | Southeastern Fence Corp.  | Fence Installation at Ryan Park (Previously Approved March 13, 2019)                            | Community Garden | \$ 12,033.61 |
| 2031            | Southeastern Fence Corp.  | Permit Processing Fees, Town of Pembroke Parks Fees and Notice of Commencement Recorded         | Reimbursement    | \$ 810.31    |
| Total:          |                           |                                                                                                 |                  | \$75,709.20  |
| Purchase Orders |                           |                                                                                                 |                  |              |
| 305296          | Gallo Signs               | New Aluminum Stand with Acrylic Plaques for the Preserve                                        | Parks            | \$ 1,122.00  |
| Total:          |                           |                                                                                                 |                  | \$1,122.00   |
| Grand Total:    |                           |                                                                                                 |                  | \$76,831.20  |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Town of Pembroke Park Bank Balance Summary.                                                                                              |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Valerie Price, Payroll/Accounts Receivable                                                                                 |
| Reviewed by:                                      | Name & Title:                                                                                                                            |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | Wells Fargo Bank Express Balance Report.                                                                                                 |
| Fiscal Impact:                                    |                                                                                                                                          |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Attached are the summary report for The Town Of Pembroke Park Bank Accounts as of 08/01/2019.                                            |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            |                                                                                                                                          |
| Additional Action Needed:                         |                                                                                                                                          |



# Express Balance Report

## Standard Express Balance Report

As of 07/31/2019

Company: TOWN OF PEMBROKE PARK

User: Valerie Price

08/01/2019 10:17 AM ET

Commercial Electronic Office®

Treasury Information Reporting

Note: Intraday information subject to change

### Summary Section

| Previous Day Balances                        |                                                              |                        | Intraday Balance          |                           |                           |
|----------------------------------------------|--------------------------------------------------------------|------------------------|---------------------------|---------------------------|---------------------------|
| Detailed balance information by account      |                                                              |                        |                           |                           |                           |
| Account Number                               | Account Name                                                 | Closing Ledger Balance | Closing Collected Balance | Opening Available Balance | Current Available Balance |
| Account Balances for<br><u>2000037266284</u> | 121000248 WELLS FARGO BANK, N.A.<br>INVESTMENT               | 52,210.37              | 52,210.37                 | 52,210.37                 | 52,210.37                 |
| Account Balances for<br><u>2000044269847</u> | 121000248 WELLS FARGO BANK, N.A.<br>LOCAL LAW<br>ENFORCEMENT | 42,974.92              | 42,974.92                 | 42,974.92                 | 42,974.92                 |
| Account Balances for<br><u>2000044270179</u> | 121000248 WELLS FARGO BANK, N.A.<br>RESERVE                  | 135,576.00             | 135,576.00                | 135,576.00                | 135,576.00                |
| Account Balances for<br><u>2000044270182</u> | 121000248 WELLS FARGO BANK, N.A.<br>CONSTRUCTION             | 777,522.41             | 777,522.41                | 777,522.41                | 777,522.41                |
| Account Balances for<br><u>2000044270195</u> | 121000248 WELLS FARGO BANK, N.A.<br>SINKING FUND             | 119,698.09             | 119,698.09                | 119,698.09                | 119,698.09                |
| Account Balances for<br><u>2000143043498</u> | 121000248 WELLS FARGO BANK, N.A.<br>PAYROLL                  | 66,796.04              | 66,796.04                 | 66,796.04                 | 55,749.89                 |
| Account Balances for<br><u>2000143043605</u> | 121000248 WELLS FARGO BANK, N.A.<br>OPERATING                | 587,675.31             | 587,675.31                | 587,675.31                | 587,675.31                |
| Account Balances for<br><u>2000143044044</u> | 121000248 WELLS FARGO BANK, N.A.<br>DEPOSIT                  | 5,230,546.23           | 5,213,737.23              | 5,230,546.23              | 5,231,311.83              |

### Account Section

Currency: USD

Bank: 121000248

Account: 2000037266284(FL)

WELLS FARGO BANK, N.A.  
INVESTMENT

### Summary of previous day and intraday account balances

|                             |           |                            |     |
|-----------------------------|-----------|----------------------------|-----|
| Closing Ledger Balance      | 52,210.37 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 52,210.37 | Total Credits              | .00 |
| Opening Available Balance   | 52,210.37 | Total Debits               | .00 |
| Current Available Balance   | 52,210.37 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A       | Total Number Debits        | 0   |

[Back To Top](#)

<https://wellssuite.wellsfargo.com/tirnxtirservice?KEY=60011&actionType=PleaseWait&...> 08/01/2019

Currency:USD

Bank: 121000248

Account: 2000044269847(FL)

WELLS FARGO BANK, N.A.  
LOCAL LAW ENFORCEMENT

## Summary of previous day and intraday account balances

|                             |           |                            |     |
|-----------------------------|-----------|----------------------------|-----|
| Closing Ledger Balance      | 42,974.92 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 42,974.92 | Total Credits              | .00 |
| Opening Available Balance   | 42,974.92 | Total Debits               | .00 |
| Current Available Balance   | 42,974.92 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A       | Total Number Debits        | 0   |

[Back To Top](#)

Currency:USD

Bank: 121000248

Account: 2000044270179(FL)

WELLS FARGO BANK, N.A.  
RESERVE

## Summary of previous day and intraday account balances

|                             |            |                            |     |
|-----------------------------|------------|----------------------------|-----|
| Closing Ledger Balance      | 135,576.00 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 135,576.00 | Total Credits              | .00 |
| Opening Available Balance   | 135,576.00 | Total Debits               | .00 |
| Current Available Balance   | 135,576.00 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A        | Total Number Debits        | 0   |

[Back To Top](#)

Currency:USD

Bank: 121000248

Account: 2000044270182(FL)

WELLS FARGO BANK, N.A.  
CONSTRUCTION

## Summary of previous day and intraday account balances

|                             |            |                            |     |
|-----------------------------|------------|----------------------------|-----|
| Closing Ledger Balance      | 777,522.41 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 777,522.41 | Total Credits              | .00 |
| Opening Available Balance   | 777,522.41 | Total Debits               | .00 |
| Current Available Balance   | 777,522.41 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A        | Total Number Debits        | 0   |

[Back To Top](#)

Currency:USD

Bank: 121000248

Account: 2000044270195(FL)

WELLS FARGO BANK, N.A.  
SINKING FUND

## Summary of previous day and intraday account balances

|                             |            |                            |     |
|-----------------------------|------------|----------------------------|-----|
| Closing Ledger Balance      | 119,698.09 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 119,698.09 | Total Credits              | .00 |
| Opening Available Balance   | 119,698.09 | Total Debits               | .00 |
| Current Available Balance   | 119,698.09 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A        | Total Number Debits        | 0   |

[Back To Top](#)

Currency:USD

<https://wellssuite.wellsfargo.com/tirnx/tirservice?KEY=60011&actionType=PleaseWait&...> 08/01/2019

**Bank:** 121000248  
**Account:** 2000143043498(FL)

**WELLS FARGO BANK, N.A.**  
**PAYROLL**

## Summary of previous day and intraday account balances

|                             |           |                            |     |
|-----------------------------|-----------|----------------------------|-----|
| Closing Ledger Balance      | 66,796.04 | MTD Accrued Debit Interest | N/A |
| Closing Collected Balance   | 66,796.04 | Total Credits              | .00 |
| Opening Available Balance   | 66,796.04 | Total Debits               | .00 |
| Current Available Balance   | 55,749.89 | Total Number Credits       | 0   |
| MTD Accrued Credit Interest | N/A       | Total Number Debits        | 0   |

[Back To Top](#)

**Currency:**USD  
**Bank:** 121000248  
**Account:** 2000143043605(FL)

**WELLS FARGO BANK, N.A.**  
**OPERATING**

## Summary of previous day and intraday account balances

|                             |            |                            |          |
|-----------------------------|------------|----------------------------|----------|
| Closing Ledger Balance      | 587,675.31 | MTD Accrued Debit Interest | N/A      |
| Closing Collected Balance   | 587,675.31 | Total Credits              | .00      |
| Opening Available Balance   | 587,675.31 | Total Debits               | 4,228.16 |
| Current Available Balance   | 587,675.31 | Total Number Credits       | 0        |
| MTD Accrued Credit Interest | N/A        | Total Number Debits        | 7        |

[Back To Top](#)

**Currency:**USD  
**Bank:** 121000248  
**Account:** 2000143044044(FL)

**WELLS FARGO BANK, N.A.**  
**DEPOSIT**

## Summary of previous day and intraday account balances

|                             |              |                            |           |
|-----------------------------|--------------|----------------------------|-----------|
| Closing Ledger Balance      | 5,230,546.23 | MTD Accrued Debit Interest | N/A       |
| Closing Collected Balance   | 5,213,737.23 | Total Credits              | 20,830.51 |
| Opening Available Balance   | 5,230,546.23 | Total Debits               | .00       |
| Current Available Balance   | 5,231,311.83 | Total Number Credits       | 4         |
| MTD Accrued Credit Interest | N/A          | Total Number Debits        | 0         |

## Summary of previous day and intraday account balances

[Back To Top](#)

**Currency:** USD  
**Bank:** 121000248

|                             |              |                            |           |
|-----------------------------|--------------|----------------------------|-----------|
| Closing Ledger Balance      | 7,012,999.37 | MTD Accrued Debit Interest | N/A       |
| Closing Collected Balance   | 6,996,190.37 | Total Credits              | 20,830.51 |
| Opening Available Balance   | 7,012,999.37 | Total Debits               | 4,228.16  |
| Current Available Balance   | 7,002,718.82 | Total Number Credits       | 4         |
| MTD Accrued Credit Interest | N/A          | Total Number Debits        | 7         |

## Summary of previous day and intraday account balances

**Grand Total For Currency:** USD

|                           |              |                            |           |
|---------------------------|--------------|----------------------------|-----------|
| Closing Ledger Balance    | 7,012,999.37 | MTD Accrued Debit Interest | N/A       |
| Closing Collected Balance | 6,996,190.37 | Total Credits              | 20,830.51 |
| Opening Available Balance | 7,012,999.37 | Total Debits               | 4,228.16  |
| Current Available Balance | 7,002,718.82 | Total Number Credits       | 4         |

<https://wellssuite.wellsfargo.com/tirnx/tirservice?KEY=60011&actionType=Please Wait&...> 08/01/2019

|                             |     |                     |   |
|-----------------------------|-----|---------------------|---|
| MTD Accrued Credit Interest | N/A | Total Number Debits | 7 |
|-----------------------------|-----|---------------------|---|

--- END OF REPORT ---





**TOWN OF PEMBROKE PARK (1PBPDF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <b>Account Number</b>     | <b>Description</b>                               | <b>Budget</b>           | <b>Encumbered</b> |
|---------------------------|--------------------------------------------------|-------------------------|-------------------|
|                           | <b>001 - GENERAL FUND</b>                        |                         |                   |
| 001-000310-311001-01-0000 | Ad Valorem Taxes                                 | 5,702,714.00            | 0.00              |
| 001-000310-311001-00-0000 | Tangible Personal Property Taxes                 | 0.00                    | 0.00              |
| 001-000310-311002-00-0000 | Ad Valorem Taxes - Delinquent                    | 0.00                    | 0.00              |
| 001-000310-311002-01-0000 | Tangible Personal Property Taxes - Delinquent    | 0.00                    | 0.00              |
| 001-000310-312410-00-0000 | Local Option Gas Tax                             | 118,739.00              | 0.00              |
| 001-000310-314100-00-0000 | Electric Utility Tax                             | 770,000.00              | 0.00              |
| 001-000310-314200-01-0000 | Communication Tax                                | 168,944.00              | 0.00              |
| 001-000310-314300-00-0000 | Water Utility Tax                                | 311,000.00              | 0.00              |
| 001-000310-314400-00-0000 | Gas Utility Tax                                  | 16,500.00               | 0.00              |
| 001-000310-323100-00-0000 | Electric Franchise Fee                           | 596,000.00              | 0.00              |
| 001-000310-323400-00-0000 | Gas Franchise Fee                                | 9,000.00                | 0.00              |
| 001-000310-323700-00-0000 | Garbage Franchise Fee                            | 200,000.00              | 0.00              |
| 001-000310-323901-00-0000 | Towing Franchise Fee                             | 10,000.00               | 0.00              |
| 001-000310-323902-00-0000 | Bus Stop Shelter Franchise Fee                   | 2,800.00                | 0.00              |
| 001-000310-323903-00-0000 | Bus Stop Benches Franchise Fee                   | 4,250.00                | 0.00              |
| 001-000320-316000-00-0000 | Business Tax Receipt - Local                     | 136,937.00              | 0.00              |
| 001-000320-321200-00-0000 | Business Tax - County                            | 3,400.00                | 0.00              |
| 001-000320-329001-00-0000 | Certificate of Use Permits                       | 31,482.00               | 0.00              |
| 001-000320-329002-00-0000 | Building Inspection Fees                         | 2,500.00                | 0.00              |
| 001-000320-329002-01-0000 | Building Reinspection Fee B.T.R.                 | 500.00                  | 0.00              |
| 001-000320-329003-00-0000 | Fire Inspection Fees Business Tax                | 12,000.00               | 0.00              |
| 001-000320-329003-01-0000 | Fire Inspection Fees Annual Renewals             | 53,000.00               | 0.00              |
| 001-000320-329003-02-0000 | Fire Inspection Fees-Building Dept               | 28,500.00               | 0.00              |
| 001-000320-329003-03-0000 | Fire Dept Plan Reviews                           | 32,000.00               | 0.00              |
| 001-000320-329003-05-0000 | Fire Reinspection Fee B.T.R.                     | 1,000.00                | 0.00              |
| 001-000320-329005-00-0000 | Sign Fees                                        | 56,392.00               | 0.00              |
| 001-000320-329008-00-0000 | Alarm Registration Fees                          | 3,240.00                | 0.00              |
| 001-000320-329900-00-0000 | Other License, Fees, Permits                     | 5,000.00                | 0.00              |
| 001-000330-334800-00-0000 | Other Grants                                     | 250,000.00              | 0.00              |
| 001-000330-334800-01-0000 | LED Conversion Fixtures Project # 9067           | 161,482.00              | 0.00              |
| 001-000330-335120-00-0000 | Municipal Revenue Sharing Program                | 207,957.00              | 0.00              |
| 001-000330-335140-00-0000 | Mobile Home Licenses                             | 6,000.00                | 0.00              |
| 001-000330-335150-00-0000 | Alcoholic Beverage Licenses                      | 11,000.00               | 0.00              |
| 001-000330-335180-00-0000 | Half Cent Sales Tax                              | 438,339.00              | 0.00              |
| 001-000340-341905-00-0000 | Lien Searches                                    | 4,000.00                | 0.00              |
| 001-000340-342601-00-0000 | EMS Transport Collections                        | 290,000.00              | 0.00              |
| 001-000340-347200-02-0000 | Park Facility Rental-Preserve                    | 3,000.00                | 0.00              |
| 001-000340-349001-03-0000 | Other Charges for Services                       | 1,000.00                | 0.00              |
| 001-000340-349001-04-0000 | Reimbursable Charges - Filing Fees               | 0.00                    | 0.00              |
| 001-000340-349001-06-0000 | Reimbursable Charges - Legal Services            | 0.00                    | 0.00              |
| 001-000340-349001-07-0000 | Reimbursable Charges - Misc. Late & Interest Fee | 0.00                    | 0.00              |
| 001-000340-349001-08-0000 | Reimbursable Charges - Planning Services         | 0.00                    | 0.00              |
| 001-000350-351001-00-0000 | Local Law Enforcement Trust Fund Fines           | 1,000.00                | 0.00              |
| 001-000350-351002-00-0000 | Rec. Vehicle Inspection Fee Revenue              | 2,500.00                | 0.00              |
| 001-000350-351003-00-0000 | False Alarm Fees                                 | 7,000.00                | 0.00              |
| 001-000350-354001-00-0000 | Code Enforcement Fines - Per Diem                | 1,000.00                | 0.00              |
| 001-000350-359001-00-0000 | Other Fines and Forfeitures                      | 20,000.00               | 0.00              |
| 001-000360-361100-02-0000 | Interest - FL Dept Admin - LGIP Investments      | 18,000.00               | 0.00              |
| 001-000360-361100-03-0000 | Interest/Penalties - Ad Valorem/Tangible Taxes   | 6,500.00                | 0.00              |
| 001-000360-361400-00-0000 | Penalty and Late Charges                         | 5,000.00                | 0.00              |
| 001-000360-361500-00-0000 | Garbage Collection Fees OES                      | 8,000.00                | 0.00              |
| 001-000360-363240-00-0000 | Impact Fees - Fire                               | 18,652.00               | 0.00              |
| 001-000360-369001-00-0000 | Other Revenue                                    | 626,991.00              | 0.00              |
| 001-000360-369900-00-0000 | Other Miscellaneous (JWL Community Event )       | 127,000.00              | 0.00              |
|                           | <b>Total Revenue</b>                             | <b>\$ 10,490,319.00</b> | <b>\$ -</b>       |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>     | <u>Description</u>                                     | <u>Budget</u>        | <u>Encumbered</u> |
|---------------------------|--------------------------------------------------------|----------------------|-------------------|
| 001-510511-110000-00-0000 | Salaries                                               | 210,000.00           | 0.00              |
| 001-510511-210000-00-0000 | FICA Taxes Expense                                     | 16,065.00            | 0.00              |
| 001-510511-220000-00-0000 | Employer Contribution Retirement Fund                  | 91,100.00            | 0.00              |
| 001-510511-230001-00-0000 | Group Insurance Health                                 | 56,373.00            | 0.00              |
| 001-510511-230001-01-0000 | Dental/Vision Insurance                                | 9,820.00             | 0.00              |
| 001-510511-230001-02-0000 | Life Insurance (Standard Insur.Co.)                    | 1,736.00             | 0.00              |
| 001-510511-230001-03-0000 | Long Term Care (John Hancock Co.)                      | 8,049.00             | 0.00              |
| 001-510511-230001-05-0000 | Life Insurance (John Hancock VUL)                      | 7,882.00             | 0.00              |
| 001-510511-240000-00-0000 | Workers' Compensation                                  | 500.00               | 0.00              |
| 001-510511-400001-00-0000 | Travel                                                 | 14,000.00            | 0.00              |
| 001-510511-410001-00-0000 | Cell Phone                                             | 4,000.00             | 0.00              |
| 001-510511-450002-00-0000 | Insurance - Property & Liability                       | 600.00               | 0.00              |
| 001-510511-490006-00-0000 | Business Meetings                                      | 5,000.00             | 0.00              |
| 001-510511-490900-00-0000 | Misc. Charges                                          | 3,000.00             | 0.00              |
| 001-510511-540001-00-0000 | Memberships                                            | 3,500.00             | 0.00              |
| 001-510511-540001-01-0000 | Education and Training                                 | 2,500.00             | 0.00              |
| 001-510511-540002-00-0000 | Election Services                                      | 85,000.00            | 0.00              |
|                           | <b>Total Expense Mayor &amp; Commission Department</b> | <b>\$ 519,125.00</b> |                   |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>     | <u>Description</u>                             | <u>Budget</u>        | <u>Encumbered</u> |
|---------------------------|------------------------------------------------|----------------------|-------------------|
| 001-510512-120000-00-0000 | Full Time Salaries                             | 555,098.00           | 0.00              |
| 001-510512-140000-00-0000 | Overtime                                       | 1,500.00             | 0.00              |
| 001-510512-210000-00-0000 | FICA Taxes Expense                             | 42,469.00            | 0.00              |
| 001-510512-220000-00-0000 | Employee Retirement Expense                    | 78,136.00            | 0.00              |
| 001-510512-230001-00-0000 | Group Insurance                                | 107,109.00           | 0.00              |
| 001-510512-230001-01-0000 | Dental/Vision Insurance                        | 22,186.00            | 0.00              |
| 001-510512-230001-02-0000 | Life Insurance (Standard Insur.Co.)            | 4,884.00             | 0.00              |
| 001-510512-230001-03-0000 | Long Term Care (John Hancock Co.)              | 685.00               | 0.00              |
| 001-510512-230001-05-0000 | Life Insurance (John Hancock VUL)              | 5,010.00             | 0.00              |
| 001-510512-240000-00-0000 | Workers' Compensation                          | 1,800.00             | 0.00              |
| 001-510512-250000-00-0000 | Unemployment Compensation Expense              | 0.00                 | 0.00              |
| 001-510512-340006-01-0000 | Town Hall-Janitorial Services                  | 2,611.00             | 0.00              |
| 001-510512-340007-00-0000 | Contractual Services                           | 36,000.00            | 0.00              |
| 001-510512-340012-05-0000 | Contractual Services - Business Tax Structural | 0.00                 | 0.00              |
| 001-510512-400001-00-0000 | Travel                                         | 6,000.00             | 0.00              |
| 001-510512-410001-00-0000 | Cellular Phones                                | 3,000.00             | 0.00              |
| 001-510512-441001-00-0000 | Lease Expense - Vehicles                       | 6,000.00             | 0.00              |
| 001-510512-441002-00-0000 | Lease Expense-Copy Machine                     | 4,000.00             | 0.00              |
| 001-510512-450002-00-0000 | General Liability - Property Insurance         | 5,000.00             | 0.00              |
| 001-510512-460010-00-0000 | Misc. Maintenance - Car & Buildings            | 1,800.00             | 0.00              |
| 001-510512-470000-00-0000 | Printing                                       | 2,400.00             | 0.00              |
| 001-510512-490002-00-0000 | Misc. Charges                                  | 7,000.00             | 0.00              |
| 001-510512-490006-00-0000 | Business Meetings/Meals                        | 1,000.00             | 0.00              |
| 001-510512-510001-00-0000 | Office Supplies                                | 8,000.00             | 0.00              |
| 001-510512-521001-00-0000 | Vehicle Expense - Gasoline                     | 2,000.00             | 0.00              |
| 001-510512-540001-00-0000 | Memberships/Subscriptions                      | 5,000.00             | 0.00              |
| 001-510512-541900-00-0000 | Education & Training, Registration/Books       | 2,000.00             | 0.00              |
|                           | <b>Total Expense Administration Department</b> | <b>\$ 910,688.00</b> | <b>\$ -</b>       |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>     | <u>Description</u>                       | <u>Budget</u>        | <u>Encumbered</u> |
|---------------------------|------------------------------------------|----------------------|-------------------|
| 001-510513-120000-00-0000 | Salaries                                 | 293,662.00           | 0.00              |
| 001-510513-140000-00-0000 | Overtime                                 | 1,400.00             | 0.00              |
| 001-510513-210000-00-0000 | FICA Taxes Expense                       | 22,465.00            | 0.00              |
| 001-510513-220000-00-0000 | Employee Retirement Expense              | 39,132.00            | 0.00              |
| 001-510513-230001-00-0000 | Group Insurance                          | 45,098.00            | 0.00              |
| 001-510513-230001-01-0000 | Dental/Vision Insurance                  | 8,026.00             | 0.00              |
| 001-510513-230001-02-0000 | Life Insurance (Standard Insur.Co.)      | 2,628.00             | 0.00              |
| 001-510513-230001-05-0000 | Life Insurance (John Hancock VUL)        | 2,820.00             | 0.00              |
| 001-510513-240000-00-0000 | Workers' Compensation                    | 550.00               | 0.00              |
| 001-510513-320001-00-0000 | Recurring Audit Costs                    | 35,000.00            | 0.00              |
| 001-510513-340006-01-0000 | Contractual Service                      | 27,500.00            | 0.00              |
| 001-510513-340007-00-0000 | Contractual Services-Software Maint Fees | 12,500.00            | 0.00              |
| 001-510513-400001-00-0000 | Travel                                   | 2,000.00             | 0.00              |
| 001-510513-410001-00-0000 | Cellular Phones                          | 1,500.00             | 0.00              |
| 001-510513-441002-00-0000 | Lease Expense-Copiers                    | 2,650.00             | 0.00              |
| 001-510513-450002-00-0000 | General Liability - Property Insurance   | 4,000.00             | 0.00              |
| 001-510513-460900-00-0000 | Maintenance & Repair                     | 500.00               | 0.00              |
| 001-510513-470000-00-0000 | Printing and Forms                       | 1,200.00             | 0.00              |
| 001-510513-490006-00-0000 | Business Meetings/Meals                  | 750.00               | 0.00              |
| 001-510513-490900-00-0000 | Misc. Charges                            | 1,000.00             | 0.00              |
| 001-510513-510001-00-0000 | Office Supplies                          | 3,000.00             | 0.00              |
| 001-510513-540001-00-0000 | Memberships                              | 1,300.00             | 0.00              |
| 001-510513-541900-00-0000 | Education & Training-Registration/Books  | 1,000.00             | 0.00              |
|                           | <b>Total Expense Finance Department</b>  | <b>\$ 509,681.00</b> | <b>\$ -</b>       |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <b>Account Number</b>     | <b>Description</b>                                    | <b>Budget</b>        | <b>Encumbered</b> |
|---------------------------|-------------------------------------------------------|----------------------|-------------------|
| 001-510514-303003-00-0000 | Misc. Reimbursable Expense                            | 5,000.00             | 0.00              |
| 001-510514-340003-01-0000 | Contractual Services-Legal-Retainer                   | 100,000.00           | 0.00              |
| 001-510514-340003-02-0000 | Contractual Services-Legal-Non Retainer               | 50,000.00            | 0.00              |
| 001-510514-400002-00-0000 | Travel                                                | 2,000.00             | 0.00              |
| 001-510514-480001-00-0000 | Advertising                                           | 10,000.00            | 0.00              |
|                           | <b>Total Expense Legal Department</b>                 | <b>\$ 167,000.00</b> | <b>\$ -</b>       |
| 001-510515-303003-00-0000 | Reimbursable Expense                                  | 45,000.00            | 0.00              |
| 001-510515-340004-00-0000 | Contractual Services-Planning                         | 215,000.00           | 0.00              |
| 001-510515-340004-00-3000 | Contractual Services-Legis Svcs Planning              | 10,000.00            | 0.00              |
| 001-510515-522001-00-0000 | Board Expenses - Planning & Zoning                    | 1,000.00             | 0.00              |
|                           | <b>Total Expense Comprehensive Planning Dept.</b>     | <b>\$ 271,000.00</b> | <b>\$ -</b>       |
| 001-510519-340004-00-0000 | Various Contractual Services                          | 75,000.00            | 0.00              |
| 001-510519-340006-05-0000 | Contractual Svcs-Town Hall-Pest Control               | 3,300.00             | 0.00              |
| 001-510519-340007-00-0000 | Contractual Svc-Computer Related Service              | 85,000.00            | 0.00              |
| 001-510519-410001-00-0000 | Telephone Cost - Cellular                             | 4,000.00             | 0.00              |
| 001-510519-410003-00-0000 | Town Hall Line Charge/Internet Connection             | 12,000.00            | 0.00              |
| 001-510519-411003-00-0000 | Postage-Shipping-Fed Express                          | 5,500.00             | 0.00              |
| 001-510519-430001-00-0000 | Electricity-Town Hall                                 | 38,000.00            | 0.00              |
| 001-510519-431001-00-0000 | Water-Town Hall                                       | 4,000.00             | 0.00              |
| 001-510519-441002-00-0000 | Lease Expense-Copy Machine and Other                  | 1,824.00             | 0.00              |
| 001-510519-450002-00-0000 | Insurance Expense - General Liability/Prop.           | 15,000.00            | 0.00              |
| 001-510519-460010-00-0000 | Maintenance & Repair Car Bldg & Equipmnt              | 15,000.00            | 0.00              |
| 001-510519-460011-00-0000 | Maintenance and Repair-3RD FLOOR                      | 2,500.00             | 0.00              |
| 001-510519-470000-00-0000 | Printing and Forms                                    | 1,000.00             | 0.00              |
| 001-510519-480002-00-0000 | Advertising                                           | 2,000.00             | 0.00              |
| 001-510519-480003-00-0000 | Donations                                             | 15,000.00            | 0.00              |
| 001-510519-490001-00-0000 | Lobbying Expenses                                     | 115,000.00           | 0.00              |
| 001-510519-490003-00-0000 | Misc Charges                                          | 133,518.00           | 0.00              |
| 001-510519-490005-00-0000 | Bad Debt Expense                                      | 10,000.00            | 0.00              |
| 001-510519-520900-00-0000 | Misc. Market Supplies/Office Supplies                 | 5,500.00             | 0.00              |
|                           | <b>Total Expense Non - Departmental General Gov't</b> | <b>543,142.00</b>    | <b>0.00</b>       |

TOWN OF PEMBROKE PARK (1PBPF)

GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019

| Account Number            | Description                          | Budget              | Encumbered  |
|---------------------------|--------------------------------------|---------------------|-------------|
| 001-520521-340001-00-0000 | Contractual Services-Law Enforcement | 3,019,768.00        | 0.00        |
| 001-520521-520900-01-0000 | LLETTF - Explorer Program            | 10,000.00           | 0.00        |
| 001-520521-520900-04-0000 | BSO - Traffic Enforcement            | 20,000.00           | 0.00        |
|                           | <b>Total Law Enforcement</b>         | <b>3,049,768.00</b> | <b>0.00</b> |
| 001-520522-340002-00-0000 | Contractual Services-Fire Rescue     | 3,021,482.00        | 0.00        |
|                           | <b>Total Fire Department</b>         | <b>3,021,482.00</b> | <b>0.00</b> |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>     | <u>Description</u>                              | <u>Budget</u>        | <u>Encumbered</u> |
|---------------------------|-------------------------------------------------|----------------------|-------------------|
| 001-539539-120000-00-0000 | Full Time Salaries                              | 164,491.00           | 0.00              |
| 001-539539-140000-00-0000 | Overtime                                        | 1,000.00             | 0.00              |
| 001-539539-210000-00-0000 | FICA Taxes Expense                              | 12,585.00            | 0.00              |
| 001-539539-220000-00-0000 | Employee Retirement Expense                     | 25,773.00            | 0.00              |
| 001-539539-230001-00-0000 | Group Insurance                                 | 39,461.00            | 0.00              |
| 001-539539-230001-01-0000 | Dental/Vision Insurance                         | 6,631.00             | 0.00              |
| 001-539539-230001-02-0000 | Life Insurance (Standard Insur.Co.)             | 1,474.00             | 0.00              |
| 001-539539-230001-03-0000 | Long Term Care (John Hancock Co.)               | 229.00               | 0.00              |
| 001-539539-230001-05-0000 | Life Insurance (John Hancock VUL)               | 1,915.00             | 0.00              |
| 001-539539-240000-00-0000 | Workers' Compensation                           | 2,500.00             | 0.00              |
| 001-539539-340006-01-0000 | Town Hall-Janitorial                            | 2,611.00             | 0.00              |
| 001-539539-340007-00-0000 | Contractual Services                            | 5,400.00             | 0.00              |
| 001-539539-400002-00-0000 | Travel - Hotel, Airfare, Mileage, Tolls & Meals | 2,500.00             | 0.00              |
| 001-539539-410001-00-0000 | Cell Phones                                     | 3,800.00             | 0.00              |
| 001-539539-441003-00-0000 | Lease Expense- Copier                           | 1,000.00             | 0.00              |
| 001-539539-450002-00-0000 | Insurance - Property & Liability                | 7,000.00             | 0.00              |
| 001-539539-470000-00-0000 | Printing and Forms                              | 500.00               | 0.00              |
| 001-539539-490900-00-0000 | Misc. Charges                                   | 2,500.00             | 0.00              |
| 001-539539-510001-00-0000 | Office Supplies                                 | 4,500.00             | 0.00              |
| 001-539539-520003-00-0000 | Uniform Expense                                 | 800.00               | 0.00              |
| 001-539539-521001-00-0000 | Vehicle Expense-Gasoline                        | 3,000.00             | 0.00              |
| 001-539539-521002-00-0000 | Vehicle Expense-Maintenance & Repair            | 1,000.00             | 0.00              |
| 001-539539-521003-00-0000 | Vehicle Expense- Tires & Batteries              | 0.00                 | 0.00              |
| 001-539539-522001-00-0000 | Board Expenses-Code & P&Z Boards                | 2,500.00             | 0.00              |
| 001-539539-540001-00-0000 | Memberships                                     | 625.00               | 0.00              |
| 001-539539-541900-00-0000 | Education & Training - Other                    | 3,000.00             | 0.00              |
|                           | <b>Total Code Enforcement</b>                   | <b>\$ 296,795.00</b> | <b>\$ -</b>       |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>     | <u>Description</u>                          | <u>Budget</u>        | <u>Encumbered</u> |
|---------------------------|---------------------------------------------|----------------------|-------------------|
| 001-530541-120000-00-0000 | Full Time Employee Salaries                 | 139,234.00           | 0.00              |
| 001-530541-140000-00-0000 | Overtime                                    | 3,500.00             | 0.00              |
| 001-530541-210000-00-0000 | FICA Taxes Expense                          | 10,651.00            | 0.00              |
| 001-530541-220000-00-0000 | Employee Retirement Expense                 | 15,267.00            | 0.00              |
| 001-530541-230001-00-0000 | Group Insurance                             | 31,005.00            | 0.00              |
| 001-530541-230001-01-0000 | Dental/Vision Insurance                     | 3,766.00             | 0.00              |
| 001-530541-230001-02-0000 | Life Insurance (Standard Insur.Co.)         | 1,039.00             | 0.00              |
| 001-530541-230001-03-0000 | Long Term Care (John Hancock Co.)           | 291.00               | 0.00              |
| 001-530541-230001-05-0000 | Life Insurance (John Hancock VUL)           | 3,690.00             | 0.00              |
| 001-530541-240000-00-0000 | Workers' Compensation                       | 9,250.00             | 0.00              |
| 001-530541-340006-01-0000 | Town Hall Janitorial                        | 2,700.00             | 0.00              |
| 001-530541-400002-00-0000 | Travel                                      | 1,000.00             | 0.00              |
| 001-530541-410001-00-0000 | Cellular Phones                             | 2,400.00             | 0.00              |
| 001-530541-410009-00-0000 | Town Hall Line Charge/Internet Connection   | 700.00               | 0.00              |
| 001-530541-430009-00-0000 | Electricity-Outdoor Lighting                | 30,000.00            | 0.00              |
| 001-530541-431006-00-0000 | Water-Public Works                          | 3,000.00             | 0.00              |
| 001-530541-440001-00-0000 | Rental Expense-Equipment Copier             | 3,500.00             | 0.00              |
| 001-530541-450002-00-0000 | Insurance Expense Prop - General Liability  | 15,000.00            | 0.00              |
| 001-530541-460060-00-0000 | Maintenance & Repair Car Bldg & Equipmnt    | 30,000.00            | 0.00              |
| 001-530541-460900-00-0000 | Maintenance & Repair - Other                | 0.00                 |                   |
| 001-530541-490900-00-0000 | Misc. Charges                               | 15,000.00            | 0.00              |
| 001-530541-510001-00-0000 | Office Supplies                             | 1,200.00             | 0.00              |
| 001-530541-520003-00-0000 | Uniform Expense                             | 1,500.00             | 0.00              |
| 001-530541-521001-00-0000 | Vehicle Expense-Gasoline                    | 6,000.00             | 0.00              |
| 001-530541-540004-00-0000 | Memberships/Subscriptions & Dues            | 1,000.00             | 0.00              |
| 001-530541-541001-00-0000 | Education & Training-Registration/Books     | 1,500.00             | 0.00              |
|                           | <b>Total Roads &amp; Streets Department</b> | <b>\$ 332,193.00</b> | <b>\$ -</b>       |



**TOWN OF PEMBROKE PARK (1PBPDF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <b>Account Number</b>     | <b>Description</b>                                | <b>Budget</b>           | <b>Encumbered</b> |
|---------------------------|---------------------------------------------------|-------------------------|-------------------|
| 001-570572-120000-00-0000 | Full Time Salaries                                | 215,194.00              | 0.00              |
| 001-570572-140000-00-0000 | Overtime                                          | 15,000.00               | 0.00              |
| 001-570572-210000-00-0000 | FICA Taxes Expense                                | 16,463.00               | 0.00              |
| 001-570572-220000-00-0000 | Employee Retirement Expense                       | 17,776.00               | 0.00              |
| 001-570572-230001-00-0000 | Group Insurance                                   | 56,373.00               | 0.00              |
| 001-570572-230001-01-0000 | Dental/Vision Insurance                           | 10,483.00               | 0.00              |
| 001-570572-230001-02-0000 | Life Insurance (Standard Insur.Co.)               | 1,936.00                | 0.00              |
| 001-570572-230001-05-0000 | Life Insurance (John Hancock VUL)                 | 3,424.00                | 0.00              |
| 001-570572-240000-00-0000 | Workers' Compensation                             | 7,500.00                | 0.00              |
| 001-570572-340006-05-0000 | Contractual Services                              | 1,700.00                | 0.00              |
| 001-570572-400000-00-0000 | Travel- Hotel, Airfare, Milage, Tolls & Meals     | 400.00                  | 0.00              |
| 001-570572-410001-00-0000 | Cellular Phones & Beepers                         | 1,500.00                | 0.00              |
| 001-570572-410005-00-0000 | Phone Line-Behan Park                             | 3,600.00                | 0.00              |
| 001-570572-410006-00-0000 | Phone Line- Oglesby Preserve                      | 2,500.00                | 0.00              |
| 001-570572-430003-00-0000 | Electricity                                       | 15,000.00               | 0.00              |
| 001-570572-431003-00-0000 | Water Charges                                     | 2,500.00                | 0.00              |
| 001-570572-450002-00-0000 | Insurance - Property & Liability                  | 12,000.00               | 0.00              |
| 001-570572-460900-00-0000 | Maintenance & Repair Car Bldg & Equipmt.          | 21,000.00               | 0.00              |
| 001-570572-510001-00-0000 | Office Supplies                                   | 400.00                  | 0.00              |
| 001-570572-520003-00-0000 | Uniform Expense                                   | 2,500.00                | 0.00              |
| 001-570572-520900-00-0000 | Misc. Charges                                     | 15,000.00               | 0.00              |
| 001-570572-521001-00-0000 | Gasoline Costs                                    | 5,000.00                | 0.00              |
| 001-570572-540001-00-0000 | Membership, Dues & Subscription                   | 900.00                  | 0.00              |
| 001-570572-541001-00-0000 | Education & Training-Registration/Books           | 1,500.00                | 0.00              |
| 001-570572-640000-00-9049 | Pembroke Park Health Fair Festival                | 15,000.00               | 0.00              |
| 001-570572-640000-00-9051 | Pembroke Park- Egg Hunt                           | 6,000.00                | 0.00              |
| 001-570572-640000-00-9052 | Pembroke Park- Toy Drive                          | 4,000.00                | 0.00              |
| 001-570572-640000-00-9053 | Pembroke Park- Turkey Drive                       | 6,000.00                | 0.00              |
| 001-570572-640000-00-9055 | Community Garden                                  | 5,000.00                | 0.00              |
| 001-570572-640000-00-9056 | Maculele Miami Brazilian Arts Institute           | 2,000.00                | 0.00              |
| 001-570572-640000-00-9057 | Relay for Life Event                              | 2,000.00                | 0.00              |
| 001-570572-640000-00-9058 | School Supply Drive                               | 3,500.00                | 0.00              |
| 001-570572-640000-00-9059 | Church of Christ                                  | 1,500.00                | 0.00              |
| 001-570572-640000-00-9060 | Newsletter Mailings                               | 10,000.00               | 0.00              |
| 001-570572-640000-00-9061 | 60th Anniversary Celebration                      | 25,000.00               | 0.00              |
| 001-570572-640000-00-9062 | Food Distribution Farm Share                      | 2,500.00                | 0.00              |
| 001-570572-640000-00-9063 | Holiday Party                                     | 2,500.00                | 0.00              |
| 001-570572-640000-00-9065 | Pembroke Park Cares Inc.                          | 5,000.00                | 0.00              |
| 001-570572-640000-00-9066 | Little Library Dispensers                         | 2,000.00                | 0.00              |
| 001-570572-640000-00-9068 | Hurricane Irma                                    | 0.00                    | 0.00              |
| 001-570572-640000-00-9070 | Halloween Spectacular Event                       | 2,500.00                | 0.00              |
| 001-570572-640000-00-9071 | Club Richelieu                                    | 1,000.00                | 0.00              |
| 001-570572-640000-00-9075 | Promotions for All Community Events               | 7,500.00                | 0.00              |
|                           | <b>Total Parks Department</b>                     | <b>532,649.00</b>       | <b>0.00</b>       |
| 001-510519-640003-00-0000 | Equipment, Security, Holiday Deco (+250)          | 10,000.00               | 0.00              |
| 001-530541-640000-00-9075 | Fire & EMS Study Project # 9075                   | 40,000.00               | 0.00              |
| 001-530541-640000-00-9076 | Municipal Complex Conceptual Design Project #9076 | 50,000.00               | 0.00              |
| 001-510512-640003-00-0000 | Machinery and Equipment                           | 0.00                    | 0.00              |
| 001-510519-640003-00-9077 | Hardware & Software Replacement                   | 100,000.00              | 0.00              |
| 001-530541-640003-00-0000 | Capital Outlay-Machinery and Equipment            | 5,000.00                | 0.00              |
| 001-539539-640003-00-0000 | Machinery & Equipment (over \$250.00)             | 26,000.00               | 0.00              |
| 001-570572-640003-00-0000 | Machinery and Equipment Community Garden          | 10,000.00               | 0.00              |
|                           | <b>Total Capital Outlay &amp; Equipment</b>       | <b>241,000.00</b>       | <b>0.00</b>       |
| 001-570572-640000-00-9048 | LED Fixtures & add lightpoles Project # 9048      | 250,000.00              | 0.00              |
| 001-570572-640000-00-9067 | 43 Year CDBG Phase II Preserve Outdoor Lighting   | 161,482.00              | 0.00              |
|                           | <b>Total Capital Projects</b>                     | <b>411,482.00</b>       | <b>0.00</b>       |
|                           | <b>Total Expenditures - General Fund</b>          | <b>\$ 10,806,005.00</b> |                   |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <b>Account Number</b>            | <b>Description</b>                         | <b>Budget</b>        | <b>Encumbered</b> |
|----------------------------------|--------------------------------------------|----------------------|-------------------|
| <b>100 - Building Department</b> |                                            |                      |                   |
| 001-000320-322001-00-0000        | Building Permits                           | 315,000.00           | 0.00              |
| 001-000320-322001-01-0000        | Building Permit - Reinspection Fee         | 7,800.00             | 0.00              |
| 001-000320-322001-02-0000        | Building Dept. Reinstatement Fee           | 5,500.00             | 0.00              |
| 001-000320-322001-03-0000        | Building Inspection Fee                    | 33,765.00            | 0.00              |
| 001-000320-322002-00-0000        | Electrical Permits                         | 34,375.00            | 0.00              |
| 001-000320-322002-01-0000        | Electrical Permit-Reinspection Fee         | 4,800.00             | 0.00              |
| 001-000320-322002-03-0000        | Electrical Inspection Fee                  | 8,500.00             | 0.00              |
| 001-000320-322003-00-0000        | Mechanical Permits                         | 27,880.00            | 0.00              |
| 001-000320-322003-01-0000        | Mechanical Permit-Reinspection Fee         | 500.00               | 0.00              |
| 001-000320-322003-02-0000        | Mechanical Inspection Fee                  | 3,350.00             | 0.00              |
| 001-000320-322004-00-0000        | Plumbing Permits                           | 44,000.00            | 0.00              |
| 001-000320-322004-01-0000        | Plumbing Permit Reinspection Fee           | 750.00               | 0.00              |
| 001-000320-322004-02-0000        | Plumbing Inspection Fee                    | 2,800.00             | 0.00              |
| 001-000320-329003-04-0000        | Fire Inspection Fees Permits               | 1,950.00             | 0.00              |
| 001-000320-329003-06-0000        | Fire Reinspection Fee                      | 1,950.00             | 0.00              |
| 001-000320-329006-01-0000        | Zoning & Variance & Site Plan Fees         | 26,000.00            | 0.00              |
| 001-000320-329007-00-0000        | Engineering-Planning Services              | 25,000.00            | 0.00              |
| 001-000320-329009-00-0000        | Radon Fees - 10% Restricted for Education  | 3,200.00             | 0.00              |
| 001-000320-329012-00-0000        | Insurance Registration Fees                | 7,000.00             | 0.00              |
| 001-000320-329014-00-0000        | Plan Review                                | 68,000.00            | 0.00              |
| 001-000320-329015-00-0000        | Processing Fee                             | 52,000.00            | 0.00              |
| 001-000340-341903-00-0000        | Certificate of Occupany Fee                | 2,800.00             | 0.00              |
| 001-000340-341902-00-0000        | Site Plan Fees                             | 0.00                 | 0.00              |
| 001-000340-341903-01-0000        | Certificate of Completion                  | 34,000.00            | 0.00              |
| 001-000350-351004-00-0000        | Code Enforcement Fines                     | 30,000.00            | 0.00              |
| 001-000360-369001-01-0000        | Other Revenue Building Department          | 5,000.00             | 0.00              |
|                                  | <b>Total Revenue - Building Department</b> | <b>745,920.00</b>    | <b>0.00</b>       |
| 001-524524-120000-00-0000        | Full Time Salaries                         | 153,512.00           | 0.00              |
| 001-524524-140000-00-0000        | Overtime                                   | 3,000.00             | 0.00              |
| 001-524524-210000-00-0000        | FICA Taxes Expense                         | 11,744.00            | 0.00              |
| 001-524524-220000-00-0000        | Employee Retirement Expense                | 22,560.00            | 0.00              |
| 001-524524-230001-00-0000        | Group Insurance                            | 33,824.00            | 0.00              |
| 001-524524-230001-01-0000        | Dental/Vision Insurance                    | 2,622.00             | 0.00              |
| 001-524524-230001-02-0000        | Life Insurance (Standard Insur.Co.)        | 1,376.00             | 0.00              |
| 001-524524-230001-03-0000        | Long Term Care (John Hancock Co.)          | 5,387.00             | 0.00              |
| 001-524524-230001-05-0000        | Life Insurance (John Hancock VUL)          | 5,649.00             | 0.00              |
| 001-524524-240000-00-0000        | Workers' Compensation                      | 2,250.00             | 0.00              |
| 001-524524-340006-01-0000        | Contractual Service-Town Hall-Janitorial   | 2,611.00             | 0.00              |
| 001-524524-340007-00-0000        | Contractual Services-Software Maint Fees   | 5,000.00             | 0.00              |
| 001-524524-340012-01-0000        | Contractual Services-Bldg Dept Elect       | 33,000.00            | 0.00              |
| 001-524524-340012-02-0000        | Contractual Services-Bldg Dept Plumb       | 8,000.00             | 0.00              |
| 001-524524-340012-03-0000        | Contractual Services-Bldg Dept Mech        | 19,000.00            | 0.00              |
| 001-524524-340012-99-0000        | Contractual Services-Bldg Dept Structural  | 60,000.00            | 0.00              |
| 001-524524-340013-00-0000        | Contractual Services-User Fees Ink Force   | 6,000.00             | 0.00              |
| 001-524524-400001-00-0000        | Travel                                     | 500.00               | 0.00              |
| 001-524524-410001-00-0000        | Cell Phone                                 | 3,700.00             | 0.00              |
| 001-524524-441002-01-0000        | Lease Expense-Copier                       | 5,000.00             | 0.00              |
| 001-524524-450002-00-0000        | Insurance - Property & Liability           | 5,500.00             | 0.00              |
| 001-524524-460011-00-0000        | Maintenance & Repair Car Bldg & Equipmt.   | 1,000.00             | 0.00              |
| 001-524524-470000-00-0000        | Printing & Forms                           | 1,000.00             | 0.00              |
| 001-524524-490900-00-0000        | Misc. Charges                              | 1,500.00             | 0.00              |
| 001-524524-510001-00-0000        | Office Supplies                            | 3,000.00             | 0.00              |
| 001-524524-520003-00-0000        | Uniforms                                   | 500.00               | 0.00              |
| 001-524524-521001-00-0000        | Vehicle Expense-Gasoline Costs             | 1,000.00             | 0.00              |
| 001-524524-540001-00-0000        | Memberships/Subscription                   | 500.00               | 0.00              |
| 001-524524-541900-00-0000        | Education & Training-Registration/Books    | 1,500.00             | 0.00              |
| 001-524524-640003-00-0000        | Machinery and Equipment                    | 30,000.00            | 0.00              |
|                                  | <b>Total Building Department</b>           | <b>\$ 430,235.00</b> | <b>\$ -</b>       |

TOWN OF PEMBROKE PARK (1PBPF)

GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019

| <u>Account Number</u> | <u>Description</u> | <u>Budget</u> | <u>Encumbered</u> |
|-----------------------|--------------------|---------------|-------------------|
|-----------------------|--------------------|---------------|-------------------|

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <b>Account Number</b>              | <b>Description</b>                          | <b>Budget</b>       | <b>Encumbered</b> |
|------------------------------------|---------------------------------------------|---------------------|-------------------|
| <b>400 - SEWER ENTERPRISE FUND</b> |                                             |                     |                   |
| 400-000340-343501-00-0000          | Sewer Service Charges                       | 2,948,000.00        | 0.00              |
| 400-000340-343502-00-0000          | Fixture Charges                             | 75,000.00           | 0.00              |
| 400-000340-343503-00-0000          | Sewer Hookup Fees                           | 5,000.00            | 0.00              |
| 400-000360-361100-02-0000          | Interest - Revenue- LGIP                    | 20,000.00           | 0.00              |
| 400-000360-363230-00-0000          | Impact Fee Physical Environment             | 138,450.00          | 0.00              |
| 400-000360-369900-00-0000          | Other Miscellaneous Revenue                 | 1,000.00            | 0.00              |
|                                    | <b>Total Revenue - Sewer Fund</b>           | <b>3,187,450.00</b> | <b>0.00</b>       |
| 400-530535-120000-00-0000          | Regular Full Time Salary                    | 341,473.00          | 0.00              |
| 400-530535-140000-00-0000          | Overtime                                    | 12,000.00           | 0.00              |
| 400-530535-210000-00-0000          | FICA Taxes                                  | 26,122.00           | 0.00              |
| 400-530535-220000-00-0000          | Employee Retirement Expense                 | 39,500.00           | 0.00              |
| 400-530535-230001-00-0000          | Group Insurance - Health                    | 62,010.00           | 0.00              |
| 400-530535-230001-01-0000          | Group Insurance - Dental & Vision           | 7,910.00            | 0.00              |
| 400-530535-230001-02-0000          | Group Life Insurance (SIC)                  | 3,068.00            | 0.00              |
| 400-530535-230001-03-0000          | Long Term Care Insurance (JHC)              | 873.00              | 0.00              |
| 400-530535-230001-05-0000          | Life Insurance - JHC VUL                    | 6,317.00            | 0.00              |
| 400-530535-240000-00-0000          | Workers' Compensation                       | 17,700.00           | 0.00              |
| 400-530535-303003-00-0000          | Reimbursable Expenses-Site Plan             | 500.00              | 0.00              |
| 400-530535-310002-00-0000          | Professional Services-Engineering           | 2,000.00            | 0.00              |
| 400-530535-340003-02-0000          | Retainer                                    | 2,000.00            | 0.00              |
| 400-530535-340009-01-0000          | Sewer Maintenance & Treatment - Hollywood   | 1,100,000.00        | 0.00              |
| 400-530535-340009-02-0000          | Misc. Contractual Services-Sewer Department | 15,000.00           | 0.00              |
| 400-530535-400001-00-0000          | Travel                                      | 1,500.00            | 0.00              |
| 400-530535-410001-00-0000          | Cellular Phones/Beepers                     | 3,600.00            | 0.00              |
| 400-530535-410009-00-0000          | Telephone Lines                             | 600.00              | 0.00              |
| 400-530535-430007-00-0000          | Electricity-Sewer Pumps                     | 35,000.00           | 0.00              |
| 400-530535-431006-00-0000          | Water-Public Works                          | 24,000.00           | 0.00              |
| 400-530535-450002-00-0000          | Insurance - Property & Liability FLC        | 32,400.00           | 0.00              |
| 400-530535-460050-00-0000          | Maintenance-Lift Stations                   | 160,000.00          | 0.00              |
| 400-530535-460900-00-0000          | Maintenance & Repair Car Bldg & Equipmt.    | 65,000.00           | 0.00              |
| 400-530535-490900-00-0000          | Misc. Charges                               | 20,000.00           | 0.00              |
| 400-530535-520003-00-0000          | Operating Supplies-Uniform Expense          | 1,500.00            | 0.00              |
| 400-530535-521001-00-0000          | Vehicle Expense-Gasoline                    | 6,000.00            | 0.00              |
| 400-530535-540001-00-0000          | Memberships                                 | 800.00              | 0.00              |
| 400-530535-541001-00-0000          | Education & Training-Registration/Books     | 2,500.00            | 0.00              |
| 400-530535-581000-00-0000          | Administrative Services                     | 415,000.00          | 0.00              |
| 400-530535-640003-00-0000          | New Sewer Truck                             | 60,000.00           | 0.00              |
| 400-530535-640005-00-0000          | Federal & State grant Match Funds           | 207,218.00          | 0.00              |
| 400-530535-710000-00-0000          | Debt Service-Principal Payment              | 36,000.00           | 0.00              |
| 400-530535-720000-00-0000          | Debt Service- Sinking Fund Interest         | 92,925.00           | 0.00              |
| 400-530535-730000-00-0000          | Debt Service Reserve Account                | 12,912.00           | 0.00              |
| 400-530535-730000-01-0000          | Debt Service S/T Assets Reserve             | 74,022.00           | 0.00              |
| 400-530535-800000-00-0000          | Depreciation/Amortization Expense           | 300,000.00          | 0.00              |
|                                    | <b>Total Sewer Fund Expenditures</b>        | <b>3,187,450.00</b> | <b>0.00</b>       |

**TOWN OF PEMBROKE PARK (1PBPF)**

**GL Budget Performance  
Revenue and Expense  
Percentage Used  
From 10/1/2018 to 6/30/2019**

| <u>Account Number</u>                   | <u>Description</u>                                | <u>Budget</u>           | <u>Encumbered</u> |
|-----------------------------------------|---------------------------------------------------|-------------------------|-------------------|
| <b>401 - STORMWATER MANAGEMENT FUND</b> |                                                   |                         |                   |
| 401-000340-343801-00-0000               | Stormwater Management Utility Fees                | 1,390,000.00            | 0.00              |
| 401-000360-361100-02-0000               | Interest - Revenue- LGIP                          | 16,000.00               | 0.00              |
| 401-000360-363230-00-0000               | Impact Fee Revenue-Physical Environment           | 56,000.00               | 0.00              |
|                                         | <b>Total Stormwater Revenue</b>                   | <b>1,462,000.00</b>     | <b>0.00</b>       |
| 401-530538-120000-00-0000               | Salaries                                          | 95,337.00               | 0.00              |
| 401-530538-140000-00-0000               | Overtime                                          | 12,000.00               | 0.00              |
| 401-530538-210000-00-0000               | FICA Taxes                                        | 7,293.00                | 0.00              |
| 401-530538-220000-00-0000               | Employee Retirement Expense                       | 7,876.00                | 0.00              |
| 401-530538-230001-00-0000               | Group Insurance - Health                          | 28,187.00               | 0.00              |
| 401-530538-230001-01-0000               | Group Insurance - Dental & Vision                 | 5,241.00                | 0.00              |
| 401-530538-230001-02-0000               | Group Life Insurance - SIC                        | 866.00                  | 0.00              |
| 401-530538-230001-05-0000               | Life Insurance - JHC VUL                          | 2,180.00                | 0.00              |
| 401-530538-240000-00-0000               | Workers' Compensation                             | 11,250.00               | 0.00              |
| 401-530538-340003-02-0000               | Legal/Non Retainer                                | 4,000.00                | 0.00              |
| 401-530538-340005-00-0000               | Engineering                                       | 5,000.00                | 0.00              |
| 401-530538-340011-00-0000               | Professional Services                             | 5,000.00                | 0.00              |
| 401-530538-410001-00-0000               | Cell Phones/Beepers                               | 650.00                  | 0.00              |
| 401-530538-430006-00-0000               | Electricity-Drainage Pumps                        | 25,000.00               | 0.00              |
| 401-530538-450001-00-0000               | Insurance Expense FLC                             | 2,500.00                | 0.00              |
| 401-530538-450002-00-0000               | Insurance - Prop & General Liability              | 28,000.00               | 0.00              |
| 401-530538-460900-00-0000               | Maintenance & Repair Cars, Building & Other       | 48,000.00               | 0.00              |
| 401-530538-490900-00-0000               | Misc. Charges                                     | 15,000.00               | 0.00              |
| 401-530538-520003-00-0000               | Uniform Expense                                   | 500.00                  | 0.00              |
| 401-530538-541001-00-0000               | Memberships/Subscriptions and Dues                | 600.00                  | 0.00              |
| 401-530538-541002-00-0000               | Education & Training,Registration, Books          | 2,500.00                | 0.00              |
| 401-530538-581000-00-0000               | Administrative Services GF Cost Allocation        | 211,991.00              | 0.00              |
| 401-530538-640001-00-0000               | Machinery and Equipment New Stormwater Truck      | 30,000.00               | 0.00              |
| 401-530538-800000-00-0000               | Depreciation Expense                              | 500,000.00              | 0.00              |
| 401-941002-693200-00-0000               | Federal & State Grant Match Funds                 | 315,911.00              | 0.00              |
| 401-941002-693200-00-3352               | County Line Stormwater & Sidewalk Project # 3353  | 150,000.00              | 0.00              |
| 401-941002-693200-00-3354               | John P. Lyons Phase II Engineering & Design #3354 | 100,000.00              | 0.00              |
|                                         | <b>Total Stormwater Expenditures</b>              | <b>1,614,882.00</b>     | <b>0.00</b>       |
| <b>Total Revenue - ALL FUNDS</b>        |                                                   | <b>\$ 15,885,689.00</b> |                   |
| <b>Total Expenditures - ALL FUNDS</b>   |                                                   | <b>\$ 16,038,572.00</b> |                   |

| Actual                 | Remaining              | Percent       |
|------------------------|------------------------|---------------|
| 4,999,878.25           | 702,835.75             | 87.68%        |
| 625,461.93             | (625,461.93)           | #DIV/0!       |
| 82,117.57              | (82,117.57)            | #DIV/0!       |
| 1,950.38               | (1,950.38)             | #DIV/0!       |
| 96,915.37              | 21,823.63              | 81.62%        |
| 594,223.47             | 175,776.53             | 77.17%        |
| 136,016.21             | 32,927.79              | 80.51%        |
| 197,215.93             | 113,784.07             | 63.41%        |
| 11,086.01              | 5,413.99               | 67.19%        |
| 383,091.76             | 212,908.24             | 64.28%        |
| 5,562.81               | 3,437.19               | 61.81%        |
| 170,781.26             | 29,218.74              | 85.39%        |
| 20,000.00              | (10,000.00)            | 200.00%       |
| 3,500.00               | (700.00)               | 125.00%       |
| 4,250.00               | 0.00                   | 100.00%       |
| 129,257.57             | 7,679.43               | 94.39%        |
| 1,781.96               | 1,618.04               | 52.41%        |
| 27,668.24              | 3,813.76               | 87.89%        |
| 1,950.00               | 550.00                 | 78.00%        |
| (150.00)               | 650.00                 | -30.00%       |
| 8,045.00               | 3,955.00               | 67.04%        |
| 47,851.07              | 5,148.93               | 90.29%        |
| 0.00                   | 28,500.00              | 0.00%         |
| 0.00                   | 32,000.00              | 0.00%         |
| 80.00                  | 920.00                 | 8.00%         |
| 76,302.00              | (19,910.00)            | 135.31%       |
| 3,826.64               | (586.64)               | 118.11%       |
| 10.00                  | 4,990.00               | 0.20%         |
| 0.00                   | 250,000.00             | 0.00%         |
| 0.00                   | 161,482.00             | 0.00%         |
| 165,973.02             | 41,983.98              | 79.81%        |
| 5,450.21               | 549.79                 | 90.84%        |
| 6,558.49               | 4,441.51               | 59.62%        |
| 332,106.75             | 106,232.25             | 75.76%        |
| 3,600.00               | 400.00                 | 90.00%        |
| 215,617.44             | 74,382.56              | 74.35%        |
| 3,250.00               | (250.00)               | 108.33%       |
| 0.00                   | 1,000.00               | 0.00%         |
| 1,600.00               | (1,600.00)             | #DIV/0!       |
| 1,325.00               | (1,325.00)             | #DIV/0!       |
| 319.76                 | (319.76)               | #DIV/0!       |
| 16,654.50              | (16,654.50)            | #DIV/0!       |
| 2,997.35               | (1,997.35)             | 299.74%       |
| 2,200.00               | 300.00                 | 88.00%        |
| 5,289.12               | 1,710.88               | 75.56%        |
| 0.00                   | 1,000.00               | 0.00%         |
| 5,607.71               | 14,392.29              | 28.04%        |
| 0.00                   | 18,000.00              | 0.00%         |
| 14,546.26              | (8,046.26)             | 223.79%       |
| 11,977.73              | (6,977.73)             | 239.55%       |
| 0.00                   | 8,000.00               | 0.00%         |
| 0.00                   | 18,652.00              | 0.00%         |
| 47,021.15              | 579,969.85             | 7.50%         |
| 108,131.17             | 18,868.83              | 85.14%        |
| <b>\$ 8,578,899.09</b> | <b>\$ 1,911,419.91</b> | <b>81.78%</b> |

| <b>Actual</b>        | <b>Remaining</b>     | <b>Percent</b> |
|----------------------|----------------------|----------------|
| 133,000.00           | 77,000.00            | -63.33%        |
| 8,775.27             | 7,289.73             | -54.62%        |
| 0.00                 | 91,100.00            | 0.00%          |
| 28,571.22            | 27,801.78            | -50.68%        |
| 5,398.74             | 4,421.26             | -54.98%        |
| 2,322.06             | (586.06)             | -133.76%       |
| 3,711.18             | 4,337.82             | -46.11%        |
| 5,123.11             | 2,758.89             | -65.00%        |
| 374.28               | 125.72               | -74.86%        |
| 6,441.85             | 7,558.15             | -46.01%        |
| 4,078.58             | (78.58)              | -101.96%       |
| 622.33               | (22.33)              | -103.72%       |
| 2,025.33             | 2,974.67             | -40.51%        |
| 2,610.91             | 389.09               | -87.03%        |
| 1,580.00             | 1,920.00             | -45.14%        |
| 0.00                 | 2,500.00             | 0.00%          |
| 10,990.97            | 74,009.03            | -12.93%        |
| <b>\$ 215,625.83</b> | <b>\$ 303,499.17</b> | <b>-41.54%</b> |

| <b>Actual</b>        | <b>Remaining</b>     | <b>Percent</b> |
|----------------------|----------------------|----------------|
| 139,281.14           | 415,816.86           | -25.09%        |
| 5.61                 | 1,494.39             | -0.37%         |
| 7,564.50             | 34,904.50            | -17.81%        |
| 18,632.54            | 59,503.46            | -23.85%        |
| 21,492.51            | 85,616.49            | -20.07%        |
| 2,716.79             | 19,469.21            | -12.25%        |
| 2,493.65             | 2,390.35             | -51.06%        |
| 628.65               | 56.35                | -91.77%        |
| 958.55               | 4,051.45             | -19.13%        |
| 981.74               | 818.26               | -54.54%        |
| 275.00               | (275.00)             | #DIV/0!        |
| 2,175.70             | 435.30               | -83.33%        |
| 89,829.60            | (53,829.60)          | -249.53%       |
| 6,200.00             | (6,200.00)           | #DIV/0!        |
| (134.16)             | 6,134.16             | 2.24%          |
| 557.53               | 2,442.47             | -18.58%        |
| 0.00                 | 6,000.00             | 0.00%          |
| 4,624.34             | (624.34)             | -115.61%       |
| 3,684.46             | 1,315.54             | -73.69%        |
| 35.00                | 1,765.00             | -1.94%         |
| 1,731.35             | 668.65               | -72.14%        |
| 11,886.39            | (4,886.39)           | -169.81%       |
| 153.75               | 846.25               | -15.38%        |
| 5,270.12             | 2,729.88             | -65.88%        |
| 0.00                 | 2,000.00             | 0.00%          |
| 2,269.01             | 2,730.99             | -45.38%        |
| 0.00                 | 2,000.00             | 0.00%          |
| <b>\$ 323,313.77</b> | <b>\$ 587,374.23</b> | <b>-35.50%</b> |



| <b>Actual</b>        | <b>Remaining</b>     | <b>Percent</b> |
|----------------------|----------------------|----------------|
| 90,968.33            | 202,693.67           | -30.98%        |
| 1,669.10             | (269.10)             | -119.22%       |
| 5,960.91             | 16,504.09            | -26.53%        |
| 8,727.94             | 30,404.06            | -22.30%        |
| 15,161.08            | 29,936.92            | -33.62%        |
| 1,647.24             | 6,378.76             | -20.52%        |
| 1,743.68             | 884.32               | -66.35%        |
| 1,348.75             | 1,471.25             | -47.83%        |
| 368.99               | 181.01               | -67.09%        |
| 43,300.00            | (8,300.00)           | -123.71%       |
| 151,916.13           | (124,416.13)         | -552.42%       |
| 6,987.49             | 5,512.51             | -55.90%        |
| 0.00                 | 2,000.00             | 0.00%          |
| 0.00                 | 1,500.00             | 0.00%          |
| 1,626.44             | 1,023.56             | -61.38%        |
| 2,014.84             | 1,985.16             | -50.37%        |
| 34.52                | 465.48               | -6.90%         |
| 183.00               | 1,017.00             | -15.25%        |
| 0.00                 | 750.00               | 0.00%          |
| 132.83               | 867.17               | -13.28%        |
| 1,300.75             | 1,699.25             | -43.36%        |
| 170.00               | 1,130.00             | -13.08%        |
| 0.00                 | 1,000.00             | 0.00%          |
| <b>\$ 335,262.02</b> | <b>\$ 174,418.98</b> | <b>-65.78%</b> |

| <b>Actual</b>        | <b>Remaining</b>      | <b>Percent</b>  |
|----------------------|-----------------------|-----------------|
| 8,050.00             | (3,050.00)            | -161.00%        |
| 83,333.30            | 16,666.70             | -83.33%         |
| 84,052.96            | (34,052.96)           | -168.11%        |
| 0.00                 | 2,000.00              | 0.00%           |
| 3,654.30             | 6,345.70              | -36.54%         |
| <b>\$ 179,090.56</b> | <b>\$ (12,090.56)</b> | <b>-107.24%</b> |
| 43,511.46            | 1,488.54              | -96.69%         |
| 138,757.54           | 76,242.46             | -64.54%         |
| 6,666.64             | 3,333.36              | -66.67%         |
| 700.00               | 300.00                | -70.00%         |
| <b>\$ 189,635.64</b> | <b>\$ 81,364.36</b>   | <b>-69.98%</b>  |
| 66,784.56            | 8,215.44              | -89.05%         |
| 3,086.98             | 213.02                | -93.54%         |
| 72,095.42            | 12,904.58             | -84.82%         |
| 2,362.17             | 1,637.83              | -59.05%         |
| 10,760.20            | 1,239.80              | -89.67%         |
| 2,867.12             | 2,632.88              | -52.13%         |
| 30,989.90            | 7,010.10              | -81.55%         |
| 3,781.45             | 218.55                | -94.54%         |
| 641.34               | 1,182.66              | -35.16%         |
| 1,816.22             | 13,183.78             | -12.11%         |
| 12,715.17            | 2,284.83              | -84.77%         |
| 1,514.42             | 985.58                | -60.58%         |
| 0.00                 | 1,000.00              | 0.00%           |
| 0.00                 | 2,000.00              | 0.00%           |
| 6,963.00             | 8,037.00              | -46.42%         |
| 110,000.00           | 5,000.00              | -95.65%         |
| 31,094.11            | 102,423.89            | -23.29%         |
| 0.00                 | 10,000.00             | 0.00%           |
| 3,244.60             | 2,255.40              | -58.99%         |
| <b>360,716.66</b>    | <b>182,425.34</b>     | <b>-66.41%</b>  |

| <u>Actual</u>              | <u>Remaining</u>         | <u>Percent</u>        |
|----------------------------|--------------------------|-----------------------|
| 2,516,473.30               | 503,294.70               | -83.33%               |
| 7,907.46                   | 2,092.54                 | -79.07%               |
| 516.00                     | 19,484.00                | -2.58%                |
| <b><u>2,524,896.76</u></b> | <b><u>524,871.24</u></b> | <b><u>-82.79%</u></b> |
| 2,517,901.70               | 503,580.30               | -83.33%               |
| <b><u>2,517,901.70</u></b> | <b><u>503,580.30</u></b> | <b><u>-83.33%</u></b> |

| <u>Actual</u>        | <u>Remaining</u>     | <u>Percent</u> |
|----------------------|----------------------|----------------|
| 99,372.41            | 65,118.59            | -60.41%        |
| 819.19               | 180.81               | -81.92%        |
| 6,568.22             | 6,016.78             | -52.19%        |
| 17,096.66            | 8,676.34             | -66.34%        |
| 21,428.44            | 18,032.56            | -54.30%        |
| 2,954.33             | 3,676.67             | -44.55%        |
| 1,771.49             | (297.49)             | -120.18%       |
| 209.55               | 19.45                | -91.51%        |
| 1,075.00             | 840.00               | -56.14%        |
| 1,197.17             | 1,302.83             | -47.89%        |
| 2,175.70             | 435.30               | -83.33%        |
| 1,350.00             | 4,050.00             | -25.00%        |
| 1,216.49             | 1,283.51             | -48.66%        |
| 1,456.76             | 2,343.24             | -38.34%        |
| 563.93               | 436.07               | -56.39%        |
| 4,488.13             | 2,511.87             | -64.12%        |
| 553.00               | (53.00)              | -110.60%       |
| 139.59               | 2,360.41             | -5.58%         |
| 2,680.62             | 1,819.38             | -59.57%        |
| 48.73                | 751.27               | -6.09%         |
| 618.85               | 2,381.15             | -20.63%        |
| 208.16               | 791.84               | -20.82%        |
| 2.48                 | (2.48)               | #DIV/0!        |
| 1,200.00             | 1,300.00             | -48.00%        |
| 202.50               | 422.50               | -32.40%        |
| 1,007.50             | 1,992.50             | -33.58%        |
| <b>\$ 170,404.90</b> | <b>\$ 126,390.10</b> | <b>-57.42%</b> |

| <b>Actual</b>        | <b>Remaining</b>    | <b>Percent</b> |
|----------------------|---------------------|----------------|
| 131,407.45           | 7,826.55            | -94.38%        |
| 1,404.02             | 2,095.98            | -40.11%        |
| 9,316.20             | 1,334.80            | -87.47%        |
| 13,717.47            | 1,549.53            | -89.85%        |
| 31,859.57            | (854.57)            | -102.76%       |
| 4,863.70             | (1,097.70)          | -129.15%       |
| 2,265.80             | (1,226.80)          | -218.08%       |
| 266.75               | 24.25               | -91.67%        |
| 3,489.06             | 200.94              | -94.55%        |
| 6,307.52             | 2,942.48            | -68.19%        |
| 2,175.80             | 524.20              | -80.59%        |
| 151.99               | 848.01              | -15.20%        |
| 1,981.07             | 418.93              | -82.54%        |
| 0.00                 | 700.00              | 0.00%          |
| 25,643.73            | 4,356.27            | -85.48%        |
| (89.25)              | 3,089.25            | 2.98%          |
| 2,901.00             | 599.00              | -82.89%        |
| 20,362.37            | (5,362.37)          | -135.75%       |
| 16,334.30            | 13,665.70           | -54.45%        |
| 13.00                | (13.00)             | #DIV/0!        |
| 6,694.09             | 8,305.91            | -44.63%        |
| 1,539.79             | (339.79)            | -128.32%       |
| 866.74               | 633.26              | -57.78%        |
| 4,565.68             | 1,434.32            | -76.09%        |
| 332.00               | 668.00              | -33.20%        |
| 562.50               | 937.50              | -37.50%        |
| <b>\$ 288,932.35</b> | <b>\$ 43,260.65</b> | <b>-86.98%</b> |

| <b>Actual</b>          | <b>Remaining</b>       | <b>Percent</b> |
|------------------------|------------------------|----------------|
| 127,922.44             | 87,271.56              | -59.45%        |
| 26,277.70              | (11,277.70)            | -175.18%       |
| 9,201.41               | 7,261.59               | -55.89%        |
| 12,173.36              | 5,602.64               | -68.48%        |
| 27,888.15              | 28,484.85              | -49.47%        |
| 4,747.92               | 5,735.08               | -45.29%        |
| 1,784.67               | 151.33                 | -92.18%        |
| 1,965.08               | 1,458.92               | -57.39%        |
| 5,040.00               | 2,460.00               | -67.20%        |
| 1,742.02               | (42.02)                | -102.47%       |
| 0.00                   | 400.00                 | 0.00%          |
| 1,159.54               | 340.46                 | -77.30%        |
| 2,570.26               | 1,029.74               | -71.40%        |
| 564.84                 | 1,935.16               | -22.59%        |
| 10,820.50              | 4,179.50               | -72.14%        |
| 1,967.20               | 532.80                 | -78.69%        |
| 11,371.31              | 628.69                 | -94.76%        |
| 19,208.43              | 1,791.57               | -91.47%        |
| 123.76                 | 276.24                 | -30.94%        |
| 749.52                 | 1,750.48               | -29.98%        |
| 5,411.93               | 9,588.07               | -36.08%        |
| 3,055.95               | 1,944.05               | -61.12%        |
| 0.00                   | 900.00                 | 0.00%          |
| 713.07                 | 786.93                 | -47.54%        |
| 8,297.10               | 6,702.90               | -55.31%        |
| 5,669.97               | 330.03                 | -94.50%        |
| 2,888.43               | 1,111.57               | -72.21%        |
| 7,544.24               | (1,544.24)             | -125.74%       |
| 18,361.89              | (13,361.89)            | -367.24%       |
| 1,487.00               | 513.00                 | -74.35%        |
| 0.00                   | 2,000.00               | 0.00%          |
| 343.92                 | 3,156.08               | -9.83%         |
| 0.00                   | 1,500.00               | 0.00%          |
| 0.00                   | 10,000.00              | 0.00%          |
| 0.00                   | 25,000.00              | 0.00%          |
| 1,415.24               | 1,084.76               | -56.61%        |
| 1,481.21               | 1,018.79               | -59.25%        |
| 0.00                   | 5,000.00               | 0.00%          |
| 0.00                   | 2,000.00               | 0.00%          |
| (700.00)               | 700.00                 | #DIV/0!        |
| 3,078.00               | (578.00)               | -123.12%       |
| 0.00                   | 1,000.00               | 0.00%          |
| 0.00                   | 7,500.00               | 0.00%          |
| <b>326,326.06</b>      | <b>206,322.94</b>      | <b>-61.26%</b> |
| 1,418.85               | 8,581.15               | -14.19%        |
| 0.00                   | 40,000.00              | 0.00%          |
| 0.00                   | 50,000.00              | 0.00%          |
| 333.89                 | (333.89)               | #DIV/0!        |
| 30,760.90              | 69,239.10              | -30.76%        |
| 2,090.92               | 2,909.08               | -41.82%        |
| 111.30                 | 25,888.70              | -0.43%         |
| 7,844.95               | 2,155.05               | -78.45%        |
| <b>42,560.81</b>       | <b>198,439.19</b>      | <b>-17.66%</b> |
| 109,200.50             | 140,799.50             | -43.68%        |
| 6,320.00               | 155,162.00             | -3.91%         |
| <b>115,520.50</b>      | <b>295,961.50</b>      | <b>-47.59%</b> |
| <b>\$ 7,590,187.56</b> | <b>\$ 3,285,289.71</b> | <b>-70.24%</b> |

| <b>Actual</b>        | <b>Remaining</b>    | <b>Percent</b> |
|----------------------|---------------------|----------------|
| 181,288.32           | 133,711.68          | 57.55%         |
| 9,337.00             | (1,537.00)          | 119.71%        |
| 8,276.20             | (2,776.20)          | 150.48%        |
| 21,775.00            | 11,990.00           | 64.49%         |
| 51,730.97            | (17,355.97)         | 150.49%        |
| 5,625.71             | (825.71)            | 117.20%        |
| 12,350.00            | (3,850.00)          | 145.29%        |
| 92,097.63            | (64,217.63)         | 330.34%        |
| 2,250.00             | (1,750.00)          | 450.00%        |
| 4,775.00             | (1,425.00)          | 142.54%        |
| 33,966.73            | 10,033.27           | 77.20%         |
| 1,237.00             | (487.00)            | 164.93%        |
| 4,575.00             | (1,775.00)          | 163.39%        |
| 24,333.48            | (22,383.48)         | 1247.87%       |
| 49,782.25            | (47,832.25)         | 2552.94%       |
| 27,720.00            | (1,720.00)          | 106.62%        |
| 2,685.00             | 22,315.00           | 10.74%         |
| 4,006.33             | (806.33)            | 125.20%        |
| 3.18                 | 6,996.82            | 0.05%          |
| 76,700.00            | (8,700.00)          | 112.79%        |
| 56,415.00            | (4,415.00)          | 108.49%        |
| 24,734.75            | (21,934.75)         | 883.38%        |
| 320.00               | (320.00)            | #DIV/0!        |
| 12,487.95            | 21,512.05           | 36.73%         |
| 46,046.00            | (16,046.00)         | 153.49%        |
| 4,641.50             | 358.50              | 92.83%         |
| <b>759,160.00</b>    | <b>(13,240.00)</b>  | <b>101.77%</b> |
| 166,693.96           | (13,181.96)         | -108.59%       |
| 3,359.61             | (359.61)            | -111.99%       |
| 12,332.03            | (588.03)            | -105.01%       |
| 24,645.70            | (2,085.70)          | -109.25%       |
| 27,631.67            | 6,192.33            | -81.69%        |
| 1,631.49             | 990.51              | -62.22%        |
| 2,426.75             | (1,050.75)          | -176.36%       |
| 4,099.91             | 1,287.09            | -76.11%        |
| 4,714.80             | 934.20              | -83.46%        |
| 1,289.32             | 960.68              | -57.30%        |
| 2,175.70             | 435.30              | -83.33%        |
| 0.00                 | 5,000.00            | 0.00%          |
| 28,462.50            | 4,537.50            | -86.25%        |
| 5,250.00             | 2,750.00            | -65.63%        |
| 17,652.50            | 1,347.50            | -92.91%        |
| 34,300.00            | 25,700.00           | -57.17%        |
| 4,500.00             | 1,500.00            | -75.00%        |
| 3.20                 | 496.80              | -0.64%         |
| 2,831.94             | 868.06              | -76.54%        |
| 2,901.00             | 2,099.00            | -58.02%        |
| 5,234.05             | 265.95              | -95.16%        |
| 538.84               | 461.16              | -53.88%        |
| 381.66               | 618.34              | -38.17%        |
| 119.87               | 1,380.13            | -7.99%         |
| 2,447.33             | 552.67              | -81.58%        |
| 364.80               | 135.20              | -72.96%        |
| 210.56               | 789.44              | -21.06%        |
| 264.00               | 236.00              | -52.80%        |
| 207.14               | 1,292.86            | -13.81%        |
| 4,092.40             | 25,907.60           | -13.64%        |
| <b>\$ 360,762.73</b> | <b>\$ 69,472.27</b> | <b>-83.85%</b> |

| <u>Actual</u> | <u>Remaining</u> | <u>Percent</u> |
|---------------|------------------|----------------|
|---------------|------------------|----------------|



| <b>Actual</b>       | <b>Remaining</b>    | <b>Percent</b> |
|---------------------|---------------------|----------------|
| 2,030,668.95        | 917,331.05          | 68.88%         |
| 55,276.73           | 19,723.27           | 73.70%         |
| 19,550.00           | (14,550.00)         | -391.00%       |
| 0.00                | 20,000.00           | 0.00%          |
| 37,402.00           | 101,048.00          | -27.01%        |
| 0.00                | 1,000.00            | 0.00%          |
| <b>2,142,897.68</b> | <b>1,044,552.32</b> | <b>67.23%</b>  |
| 262,344.71          | 79,128.29           | -76.83%        |
| 6,045.11            | 5,954.89            | -50.38%        |
| 17,205.56           | 8,916.44            | -65.87%        |
| 28,903.01           | 10,596.99           | -73.17%        |
| 43,454.88           | 18,555.12           | -70.08%        |
| 4,151.55            | 3,758.45            | -52.48%        |
| 4,418.65            | (1,350.65)          | -144.02%       |
| 727.40              | 145.60              | -83.32%        |
| 4,351.69            | 1,965.31            | -68.89%        |
| 12,750.90           | 4,949.10            | -72.04%        |
| 0.00                | 500.00              | 0.00%          |
| 0.00                | 2,000.00            | 0.00%          |
| 0.00                | 2,000.00            | 0.00%          |
| 764,319.88          | 335,680.12          | -69.48%        |
| 11,735.20           | 3,264.80            | -78.23%        |
| 249.87              | 1,250.13            | -16.66%        |
| 2,648.14            | 951.86              | -73.56%        |
| 0.00                | 600.00              | 0.00%          |
| 25,974.78           | 9,025.22            | -74.21%        |
| 15,178.17           | 8,821.83            | -63.24%        |
| 33,807.72           | (1,407.72)          | -104.34%       |
| 5,769.14            | 154,230.86          | -3.61%         |
| 58,941.48           | 6,058.52            | -90.68%        |
| 11,111.31           | 8,888.69            | -55.56%        |
| 477.10              | 1,022.90            | -31.81%        |
| 3,998.33            | 2,001.67            | -66.64%        |
| 1,297.88            | (497.88)            | -162.24%       |
| 1,062.35            | 1,437.65            | -42.49%        |
| 0.00                | 415,000.00          | 0.00%          |
| 29,056.00           | 30,944.00           | -48.43%        |
| 0.00                | 207,218.00          | 0.00%          |
| 25,750.14           | 10,249.86           | -71.53%        |
| 81,687.36           | 11,237.64           | -87.91%        |
| 10,760.00           | 2,152.00            | -83.33%        |
| 61,684.70           | 12,337.30           | -83.33%        |
| 0.00                | 300,000.00          | 0.00%          |
| <b>1,529,863.01</b> | <b>1,657,586.99</b> | <b>-48.00%</b> |

| <b>Actual</b>       | <b>Remaining</b>    | <b>Percent</b> |
|---------------------|---------------------|----------------|
| 1,044,334.83        | 345,665.17          | 75.13%         |
| 0.00                | 16,000.00           | 0.00%          |
| 0.00                | 56,000.00           | 0.00%          |
| <b>1,044,334.83</b> | <b>417,665.17</b>   | <b>71.43%</b>  |
| 75,773.31           | 19,563.69           | -79.48%        |
| 4,798.27            | 7,201.73            | -39.99%        |
| 5,960.10            | 1,332.90            | -81.72%        |
| 6,488.15            | 1,387.85            | -82.38%        |
| 15,502.63           | 12,684.37           | -55.00%        |
| 2,523.82            | 2,717.18            | -48.16%        |
| 1,212.43            | (346.43)            | -140.00%       |
| 1,540.00            | 640.00              | -70.64%        |
| 8,277.42            | 2,972.58            | -73.58%        |
| 0.00                | 4,000.00            | 0.00%          |
| 0.00                | 5,000.00            | 0.00%          |
| 0.00                | 5,000.00            | 0.00%          |
| 505.97              | 144.03              | -77.84%        |
| 12,467.50           | 12,532.50           | -49.87%        |
| (62.94)             | 2,562.94            | 2.52%          |
| 29,526.17           | (1,526.17)          | -105.45%       |
| 6,511.20            | 41,488.80           | -13.57%        |
| 10,854.70           | 4,145.30            | -72.36%        |
| 298.12              | 201.88              | -59.62%        |
| 150.00              | 450.00              | -25.00%        |
| 493.45              | 2,006.55            | -19.74%        |
| 0.00                | 211,991.00          | 0.00%          |
| 29,056.00           | 944.00              | -96.85%        |
| 0.00                | 500,000.00          | 0.00%          |
| 0.00                | 315,911.00          | 0.00%          |
| 0.00                | 150,000.00          | 0.00%          |
| 0.00                | 100,000.00          | 0.00%          |
| <b>211,876.30</b>   | <b>1,403,005.70</b> | <b>-13.12%</b> |

|                         |                        |                |
|-------------------------|------------------------|----------------|
| <b>\$ 12,525,291.60</b> | <b>\$ 3,360,397.40</b> | <b>78.85%</b>  |
| <b>\$ 9,692,689.60</b>  | <b>\$ 6,345,882.40</b> | <b>-60.43%</b> |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Town of Pembroke Park Employees' Payroll Leave Report                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Valerie Price, Accts. Receivables/Payroll                                                                                  |
| Reviewed by:                                      | Name & Title: Valerie Price, Accts. Receivables/Payroll                                                                                  |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | Employee leave report to-date.                                                                                                           |
| Fiscal Impact:                                    |                                                                                                                                          |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Attached are the current accrued, used and remaining leave for Town Employees.                                                           |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            |                                                                                                                                          |
| Additional Action Needed:                         |                                                                                                                                          |

# PR Employee Leave Report (Condensed)

TOWN OF PEMBROKE PARK (1PBPFDP)

08/01/2019 10:27:48 AM

Page 1

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 1.8462  | 0.0000 | 1.8462    | 9,999,999.0000 |
| Vacation   |              | 1.5380  | 0.0000 | 1.5380    | 9,999,999.0000 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used     | Remaining | Max. Remaining |
|------------|--------------|---------|----------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000   | 8.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 51.0000  | 326.1736  | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 170.0000 | 38.4160   | 9,999,999.9999 |

| Employee Number | Employee Name   | Program | Status |
|-----------------|-----------------|---------|--------|
| 12200           | JOSEPH, NATASHA | ADM-RF  | ACTIVE |

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used     | Remaining | Max. Remaining |
|------------|--------------|---------|----------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000   | 0.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 152.0000 | 145.2798  | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 132.0000 | 803.9790  | 9,999,999.9999 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 24.0006 | 0.0000 | 24.0006   | 9,999,999.0000 |
| Vacation   |              | 19.9940 | 0.0000 | 19.9940   | 9,999,999.0000 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 1.8462  | 0.0000 | 1.8462    | 9,999,999.0000 |
| Vacation   |              | 1.5380  | 0.0000 | 1.5380    | 9,999,999.0000 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 9.5000  | 0.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 16.2500 | 271.6360  | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 6.7500  | 208.7000  | 9,999,999.9999 |

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

## PR Employee Leave Report (Condensed)

TOWN OF PEMBROKE PARK (1PBPDF)

08/01/2019 10:27:48 AM

Page 2

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000  | 8.2500    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 41.0000 | 29.7726   | 9,999,999.9999 |
| Vacation   |              | 47.6780 | 0.0000  | 110.5666  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 12.9234 | 0.0000 | 12.9234   | 9,999,999.0000 |
| Vacation   |              | 10.7660 | 0.0000 | 10.7660   | 9,999,999.0000 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 8.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 39.0000 | 170.4604  | 9,999,999.9999 |
| Vacation   |              | 65.3880 | 24.0000 | 253.2680  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.2500  | 0.2500  | 8.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 88.2500 | 81.1808   | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 91.0000 | 213.5420  | 9,999,999.9999 |

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

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

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

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

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

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 8.0000    | 9,999,999.0000 |
| Sick       |              | 48.0012 | 0.0000 | 48.0012   | 9,999,999.0000 |
| Vacation   |              | 39.9880 | 0.0000 | 39.9880   | 9,999,999.0000 |

# PR Employee Leave Report (Condensed)

TOWN OF PEMBROKE PARK (1PBPFDF)

08/01/2019 10:27:48 AM

Page 3

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000  | 15.2500   | 9,999,999.9999 |
| Sick       |              | 57.2322 | 14.0000 | 107.5360  | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 23.5000 | 196.0100  | 9,999,999.9999 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 9.2310  | 0.0000 | 9.2310    | 9,999,999.0000 |
| Vacation   |              | 7.6900  | 0.0000 | 7.6900    | 9,999,999.0000 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 7.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 44.7500 | 325.1460  | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 64.0000 | 271.8800  | 9,999,999.9999 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 0.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 56.0000 | 94.6660   | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 12.0000 | 202.3900  | 9,999,999.9999 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 38.2500 | 23.5000   | 9,999,999.9999 |
| Sick       |              | 57.2322 | 8.0000  | 203.5598  | 9,999,999.9999 |
| Vacation   |              | 47.6780 | 40.0000 | 190.8320  | 9,999,999.9999 |

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

## Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 20.3082 | 0.0000 | 20.3082   | 9,999,999.0000 |
| Vacation   |              | 16.9180 | 0.0000 | 16.9180   | 9,999,999.0000 |

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

## PR Employee Leave Report (Condensed)

TOWN OF PEMBROKE PARK (1PBPF)

08/01/2019 10:27:48 AM

Page 4

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used     | Remaining | Max. Remaining |
|------------|--------------|---------|----------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000   | 0.6200    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 66.5000  | 9.2198    | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 107.7500 | 62.2620   | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 0.0900    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 43.0000 | 107.8474  | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 0.0000  | 167.7960  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Sick       |              | 31.3854 | 0.0000 | 31.3854   | 9,999,999.0000 |
| Vacation   |              | 26.1460 | 0.0000 | 26.1460   | 9,999,999.0000 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 8.0000    | 9,999,999.0000 |
| Sick       |              | 57.2322 | 8.0000 | 51.0784   | 9,999,999.0000 |
| Vacation   |              | 47.6780 | 0.0000 | 49.2160   | 9,999,999.0000 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000  | 11.0000   | 9,999,999.9999 |
| Sick       |              | 57.2322 | 85.2500 | 143.4560  | 9,999,999.9999 |
| Vacation   |              | 47.6780 | 51.7500 | 114.9900  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 0.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 57.2820 | 8.1164    | 9,999,999.9999 |
| Vacation   |              | 71.5480 | 76.7180 | 110.2780  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used   | Remaining | Max. Remaining |
|------------|--------------|---------|--------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000 | 0.0000    | 9,999,999.0000 |
| Sick       |              | 7.3848  | 0.0000 | 7.3848    | 9,999,999.0000 |

## PR Employee Leave Report (Condensed)

TOWN OF PEMBROKE PARK (1PBPFDF)

08/01/2019 10:27:48 AM

Page 5

|          |        |        |        |                |
|----------|--------|--------|--------|----------------|
| Vacation | 6.1520 | 0.0000 | 6.1520 | 9,999,999.0000 |
|----------|--------|--------|--------|----------------|

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 0.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 74.0000 | 594.8160  | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 8.0000  | 273.4200  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 0.0000  | 8.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 34.7500 | 35.5760   | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 86.2500 | 82.3900   | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 0.0800    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 96.7500 | 87.3708   | 9,999,999.9999 |
| Vacation   |              | 89.2350 | 67.7500 | 274.4770  | 9,999,999.9999 |

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

### Leave Totals

| Leave Type | Shelter Code | Accrued | Used    | Remaining | Max. Remaining |
|------------|--------------|---------|---------|-----------|----------------|
| Other      |              | 0.0000  | 8.0000  | 2.0000    | 9,999,999.9999 |
| Sick       |              | 57.2322 | 60.2500 | 397.7114  | 9,999,999.9999 |
| Vacation   |              | 95.3870 | 80.0000 | 144.6390  | 9,999,999.9999 |

### Report Totals

#### Attached Codes

| Code | Description                    | Type     | Current Rate | Apply      | Accrued    |
|------|--------------------------------|----------|--------------|------------|------------|
| PD   | PERSONAL DAY                   | Other    | 1.0000       | Per unit   | 0.2500     |
| S1   | Sick Leave Accrual             | Sick     | 1.8462       | Per period | 1,244.3388 |
| V1   | Vacation Accrual 0 - 48 Months | Vacation | 1.5380       | Per period | 321.4420   |
| V2   | Vacation Accrual 48-120 Months | Vacation | 2.3080       | Per period | 494.6760   |
| V3   | Vacation Accrual 120+ Months   | Vacation | 3.0770       | Per period | 756.9440   |

### Leave Totals

| Leave Type | Accrued    | Used       | Remaining  |
|------------|------------|------------|------------|
| Other      | 0.2500     | 128.0000   | 115.7900   |
| Sick       | 1,244.3388 | 1,036.0320 | 3,347.5302 |
| Vacation   | 1,573.0620 | 1,041.4680 | 3,899.7816 |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Billing Report Update                                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | No fiscal impact - only a report update on account billing                                                                               |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

| 1  | ACCT#      | REIMBURSABLE EXPENSES                                                                  | Billing<br>FOR 2018/19 | Amt Collected<br>or Acct Balance | Amount<br>Pending | Status                                                                        | Complete |
|----|------------|----------------------------------------------------------------------------------------|------------------------|----------------------------------|-------------------|-------------------------------------------------------------------------------|----------|
| 2  | 024170S    | AVI SHLOLO (COMM CTR) - SITE @ 2991 SW 32 AVE                                          | \$390.96               | \$3,240.00                       | \$3,630.96        | PAST DUE 9/14/18- BILLING AS OF 4/9/19                                        |          |
| 3  | 048537PK   | EAST COAST INVEST (Seneca Town Ctr) - PK REDUCTION                                     | \$0.00                 | \$2,000.00                       | (\$2,000.00)      | NON ACTIVE ACCT - BILLING CURRENT 6/10/19                                     |          |
| 4  | 048503S    | ADDITION @ 3195 W HALL BCH BLVD                                                        | \$402.50               | \$912.50                         | (\$510.00)        | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 5  | 048600SP   | CORS-AIR - MINOR SITE @ 2865 SW 30 AVE                                                 | \$97.00                | \$3,695.00                       | (\$3,598.00)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 6  | 048600SPEX | J.C. STEVEN PEMBROKE PARK - SPECIAL PERMIT @ 5301 SW 25 CT                             | \$0.00                 | \$1,600.00                       | (\$1,600.00)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 7  | 051259S    | J.C. STEVEN PEMBROKE PARK - SPECIAL EXCEPTION @ 5301 SW 25 CT                          | \$4,885.00             | \$7,500.00                       | (\$2,615.00)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 8  | 054621S    | SKLARCHITECTURE - SITE @ 4200 W HALL BCH BLVD                                          | \$707.50               | \$7,500.00                       | (\$6,792.50)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 9  | 064250S    | COCA COLA BEV. FL LLC - SITE @ 3350 PEMB RD                                            | \$0.00                 | \$5,865.00                       | (\$5,865.00)      | BILLING COMPLETE- PROJECT CLOSED BALANCE TRANSFERRED TO ACCOUNT # 024170S     | X        |
| 10 | 085302S    | 4400 W HALL LLC - SITE @ 4400 W HALL BCH BLVD                                          | \$871.30               | \$871.30                         | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 11 | 101700S    | TRINITY BROADCASTING(LAKESIDE EST)-MINOR SITE @3262 PEMB RD                            | \$0.00                 | \$5,382.50                       | (\$5,382.50)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 12 | 110874MRF  | O'REILLY AUTO STORES-SITE @ 4700 W HALL BCH BLVD                                       | \$8,859.73             | \$8,859.73                       | \$0.00            | Rec'd after legal sent notification - BILLING CURRENT - UNTIL 7/25/19         |          |
| 13 | 112350S3   | RACETRAC PETROLEUM INC - SITE @ 3031 W HALL BCH BLVD                                   | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 14 | 112351S    | RACETRAC PETROLEUM INC - SITE @ 3996 PEMB RD                                           | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 15 | 112403EXA  | PROGRESSIVE WASTE SOLUTION (Non-Conf Use -Material Recovery Facility) @ 1899 SW 31 AVE | \$0.00                 | \$837.50                         | \$837.50          | *BILLED IN FY16/17-BAL PAST DUE AS OF 9/30/17 Partial payment made on 10/4/18 |          |
| 16 | 122605S    | POLO CLUB - APP FOR EXT HOURS LICENSE @ 5590 W HALL BCH BLVD                           | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 17 | 126870PK   | MIAMI CITY STORAGE (CUBESMART)/ STORAGE AND MORE LLC - SITE @ 1771 S PARK RD           | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 18 | 126945S    | TERZANI USA INC - PARKING REDUCTION @ 2501 SW 56 AVE                                   | \$0.00                 | \$817.50                         | (\$817.50)        | BILLING COMPLETE                                                              | X        |
| 19 | 133707PK   | TOWERCOM VII, LLC - SITE @ 3400 SW 20 STREET                                           | \$2,560.00             | \$2,583.75                       | (\$23.75)         | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 20 | 133707S    | SENECA COMM CTR (DCT/CE LLC)- PARKING REDUCTION @ 3799 W HALL BCH BLVD                 | \$3,217.50             | \$3,217.50                       | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 21 | 133707S2   | SENECA COMM CTR - SITE@ 3799 W HALL BCH BLVD                                           | \$0.00                 | \$3,152.50                       | (\$3,152.50)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 22 | 133708F2-2 | SENECA COMM CTR (DCT/CE LLC)- SITE ADDITION @ 3799 W HALL BCH BLVD                     | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 23 | 133720S    | SENECA COMM CTR (PEMB IND)- FILL @ 3201 W HALL BCH BLVD                                | \$142.50               | \$0.00                           | \$142.50          | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 24 | 133730PK   | EAST COAST INVEST (Seneca Town Ctr)- SITE & PK REDUCTION @ 3195 W HALL BCH BLVD        | \$0.00                 | \$0.00                           | \$0.00            | NON ACTIVE ACCT - BILLING CURRENT 6/10/19                                     |          |
| 25 | 133730S*   | WHEAT CAPITAL MGMT - PKING WAIVER @ 2801 - 2805 J P LYONS LN                           | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 26 | 037105SV1  | WHEAT CAPITAL -SITE @ 2801 - 2805 J P LYONS LN                                         | \$0.00                 | \$1,752.50                       | (\$1,752.50)      | BILLING CURRENT - UNTIL 6/10/19                                               |          |
| 27 | 037105SV2  | SIGN VARIANCES                                                                         | \$0.00                 | \$0.00                           | \$0.00            | BILLING COMPLETE - 1/10/18                                                    | X        |
| 28 | 054850SV   | CHECKERS - EAST ELEVATION @ 400 W HBB                                                  | \$0.00                 | \$350.00                         | (\$350.00)        | BILLING COMPLETE - 1/10/18                                                    | X        |
| 29 | 085302SV   | CHECKERS - NORTH ELEVATION @ 400 W HBB                                                 | \$200.00               | \$700.00                         | (\$500.00)        | BILLING CURRENT - AS OF 6/24/19                                               | X        |
| 30 | 094500SV   | 3180 PEMBROKE LLC @ 3180 W HALL BCH BLVD                                               | \$250.00               | \$500.00                         | (\$250.00)        | BILLING COMPLETE - 12/10/18                                                   | X        |
| 31 | 106706SV   | TRINITY BROADCASTING -SIGN VAR @3300 PEMB RD                                           | \$0.00                 | \$100.00                         | (\$100.00)        | BILLING COMPLETE - 8/15/18                                                    | X        |
| 32 | 107080SV   | MITTECH TECHNOLOGY - @2520 SW 30 AVE                                                   | \$450.00               | \$700.00                         | (\$250.00)        | BILLING COMPLETE - 12/10/18                                                   | X        |
| 33 |            | PEOPLES PAWN - SIGN VARIANCE @ 2910 SW 30 AVE                                          | \$250.00               | \$500.00                         | (\$250.00)        | BILLING COMPLETE - 10/01/17                                                   | X        |

As of 07/26/2019  
File Name: BTR - Billing Report 7-25-19 for Aug 2019.xls, By: MRG

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

|    |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
|----|---------------|-------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------|----------------------------------------------------|------------------------------------------------------------|-----------------------|-------------|
| 34 | 121859SV      | SPICE OF LIFE - @ 2940 SW 30 AVE, 2                                                                                     | \$0.00                 | \$200.00             | (\$200.00)                                         | BILLING COMPLETE - 10/31/17                                |                       | X           |
| 35 | 110137SV2     | WPLG, INC (CHANNEL 10) - @ 3401 W HBB                                                                                   | \$160.00               | \$500.00             | (\$340.00)                                         | FY17/18 Services billed 4/23/18- Project complete          |                       | X           |
| 36 | 112350SV      | RACETRAC #491 - @ 3031 W HALL BCH BLVD                                                                                  | \$0.00                 | \$150.00             | (\$150.00)                                         | BILLING COMPLETE - 8/15/18                                 |                       | X           |
| 37 | 126870SV      | TERZANI USA INC - @ 2501 SW 56 AVE                                                                                      | \$0.00                 | \$250.00             | (250.00)                                           | BILLING COMPLETE - 8/15/18                                 |                       | X           |
| 38 |               | <b>TOTAL REIMBURSABLE EXPENSES-LINES 2-34</b>                                                                           | <b>\$23,443.99</b>     | <b>\$64,087.28</b>   |                                                    |                                                            |                       |             |
| 39 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 40 |               | <b>ANNUAL RENEWAL BILLING</b>                                                                                           | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Pending</b>                                     | <b>OUTSTANDING ACCTS</b>                                   | <b>OOB/ADJUSTMENT</b> | <b>%</b>    |
| 41 | OL            | BTR                                                                                                                     | \$136,936.60           | \$124,051.10         | \$4,675.00                                         | 3.4%                                                       | \$8,210.50            | 6.0%        |
| 42 | CU            | CERTIFICATE OF USE                                                                                                      | \$31,482.00            | \$26,547.00          | \$2,257.50                                         | 7.2%                                                       | \$2,677.50            | 8.5%        |
| 43 | SF**          | SIGNS                                                                                                                   | \$56,392.00            | \$56,127.00          | \$140.00                                           | 0.2%                                                       | \$125.00              | 0.2%        |
| 44 | AL            | ALARM REGISTRATION                                                                                                      | \$3,240.00             | \$2,800.00           | \$100.00                                           | 3.1%                                                       | \$340.00              | 10.5%       |
| 45 | BIF           | BLDG DEPT INSP - NEW/RE-INSP                                                                                            | \$50.00                | \$50.00              | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 46 | FB            | FIRE INSPECTION FEES-NEW BTR                                                                                            | \$200.00               | \$200.00             | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 47 | FBR           | FIRE RE-INSPECTION FEES - NEW BTR                                                                                       | \$200.00               | \$200.00             | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 48 | AN            | FIRE INSPECTION FEES- ANNUAL BTR                                                                                        | \$75,006.06            | \$65,032.00          | \$5,354.06                                         | 7.1%                                                       | \$4,620.00            | 6.2%        |
| 49 |               | **Billboard billing included in annual renewal statements : CBS-\$7,500; Clear Channel \$15,000 and                     |                        | Scarlett's \$15,000  |                                                    |                                                            |                       |             |
| 50 |               | <b>TOTAL BILLED ON ANNUAL RENEWAL STATEMENTS-LINES 38-45</b>                                                            | <b>\$303,506.66</b>    | <b>\$275,007.10</b>  | <b>\$12,526.56</b>                                 | <b>4.1%</b>                                                | <b>\$15,973.00</b>    | <b>5.3%</b> |
| 51 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 52 |               | <b>NEW ACCTS</b>                                                                                                        | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Projected billing (10% OF BILLING FY 18/19)</b> | <b>AMT PENDING</b>                                         |                       |             |
| 53 | LC / OL >6/25 | BTR                                                                                                                     | \$9,784.38             | \$8,747.50           | \$13,693.66                                        | 71.5%                                                      | \$1,036.88            |             |
| 54 | CCU/CU >6/25  | CERTIFICATE OF USE                                                                                                      | \$525.00               | \$472.50             | --                                                 |                                                            | \$52.50               |             |
| 55 | SF            | SIGNS                                                                                                                   | \$0.00                 | \$0.00               | --                                                 |                                                            |                       |             |
| 56 | CAL/AL>6/25   | ALARM REGISTRATION                                                                                                      | \$840.00               | \$805.00             | \$324.00                                           | 259.3%                                                     | \$35.00               |             |
| 57 | BIF           | BLDG DEPT INSP - NEW/ RE-INSP                                                                                           | \$2,550.00             | \$2,550.00           | --                                                 | Total as of 6/30/19                                        | \$0.00                |             |
| 58 | FB            | FIRE INSPECTIONS- NEW / RE-INSP/ ANNUAL                                                                                 | \$9,535.00             | \$9,535.00           | --                                                 | Total as of 6/30/19                                        | \$0.00                |             |
| 59 |               | <b>TOTAL NEW ACCT BILLING AS OF 7/1/18 - LINES 49-54</b>                                                                | <b>\$23,234.38</b>     | <b>\$22,110.00</b>   |                                                    |                                                            | <b>\$1,124.38</b>     |             |
| 60 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 61 |               | <b>ANNUAL RENEWAL BILLING</b>                                                                                           | <b>Billed FY 19/20</b> | <b>Amt Collected</b> | <b>Pending</b>                                     | <b>OUTSTANDING ACCTS</b>                                   | <b>OOB/ADJUSTMENT</b> | <b>%</b>    |
| 62 | OL            | BTR                                                                                                                     | \$133,295.85           | \$37,174.80          | \$95,097.30                                        | 71.3%                                                      | \$1,023.75            | 0.8%        |
| 63 | CU            | CERTIFICATE OF USE                                                                                                      | \$30,537.00            | \$7,824.00           | \$22,450.50                                        | 73.5%                                                      | \$262.50              | 0.9%        |
| 64 | SF**          | SIGNS                                                                                                                   | \$61,157.00            | \$17,915.00          | \$43,242.00                                        | 70.7%                                                      | \$0.00                | 0.0%        |
| 65 | AL            | ALARM REGISTRATION                                                                                                      | \$3,090.00             | \$1,030.00           | \$2,060.00                                         | 66.7%                                                      | \$0.00                | 0.0%        |
| 66 | FBR           | FIRE RE-INSPECTION FEES - NEW BTR                                                                                       | \$70.00                | \$0.00               | \$70.00                                            | 100.0%                                                     | \$0.00                | 0.0%        |
| 67 | AN            | FIRE INSPECTION FEES- ANNUAL BTR                                                                                        | \$51,364.00            | \$11,561.00          | \$38,628.00                                        | 75.2%                                                      | \$1,175.00            | 2.3%        |
| 68 |               | **Billboard billing included in annual renewal statements : CBS-\$7,500; Clear Channel \$20,000 and Scarlett's \$15,000 |                        |                      |                                                    |                                                            |                       |             |
| 69 |               | <b>TOTAL BILLED ON ANNUAL RENEWAL STATEMENTS-LINES 38-45</b>                                                            | <b>\$279,513.85</b>    | <b>\$75,504.80</b>   | <b>\$201,547.80</b>                                | <b>72.1%</b>                                               | <b>\$2,461.25</b>     | <b>0.9%</b> |
| 70 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 71 |               | <b>ASSESSMENT IN LIEU OF PROPERTY TAXES</b>                                                                             | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Amt Pending</b>                                 |                                                            |                       |             |
| 72 | 074520B       | IGLESIA CHURCH / 4350 PS, LLC                                                                                           | \$10,035.17            | \$10,035.17          | 0.00                                               | Payment Recv'd thru legal and processed 6-27-19            |                       | X           |
| 73 | 083950B       | KOINONIA                                                                                                                | \$35,543.09            | \$31,543.09          | 4,000.00                                           | MTHL Y BILLING - NEXT BILL 8/2019                          |                       |             |
| 74 | 105800B       | PEMBROKE PK CHURCH OF CHRIST**                                                                                          | \$15,946.54            | \$0.00               | 15,946.54                                          | *\$63,803.22 Past due 9/30/18-Cuurent bill-Past Due 3/2019 |                       |             |
| 75 |               | <b>TOTAL BILLED IN LIEU OF PROPERTY TAXES-LINES 58-60</b>                                                               | <b>\$61,524.80</b>     |                      |                                                    |                                                            |                       |             |
| 76 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 77 |               | <b>OTHER COLLECTABLE FEES</b>                                                                                           | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Amt Pending</b>                                 |                                                            |                       |             |
| 78 |               | BILLBOARD - NEW AGREEMENT - CLEAR CHANNEL                                                                               | \$20,000.00            | \$20,000.00          | 0.00                                               | BILLING COMPLETE - NEXT BILL 4/2020                        |                       | X           |
| 79 |               | BUS BENCHES ADV. - GOLD COAST                                                                                           | \$4,250.00             | \$4,250.00           | 0.00                                               | BILLING COMPLETE -NEXT BILL 12/1/19                        |                       | X           |
| 80 |               | BUS SHELTER ADVERTISEMENT - CLEAR CHANNEL                                                                               | \$3,570.00             | \$0.00               | 3,570.00                                           | **BAL PAST DUE 10/1/18                                     |                       |             |
| 81 | 108306EXS     | CORP DONATION - SCARLETT'S/JW LEE                                                                                       | \$12,000.00            | \$10,000.00          | 2,000.00                                           | MTHL Y @ \$1000 - NEXT BILL 8/2019                         |                       |             |
| 82 |               | FDOT-LIGHTING MAINTENANCE                                                                                               | \$22,064.00            | \$22,064.00          | 0.00                                               | BILLING COMPLETE -NEXT BILL 5/2020                         |                       | X           |
| 83 | 065100        | FPL FIBERNET- RIGHT OF WAY                                                                                              | \$2,000.00             | \$2,000.00           | 0.00                                               | BILLING COMPLETE -NEXT BILL 12/1/19                        |                       | X           |

As of 07/26/2019  
File Name: BTR - Billing Report 7-25-19 for Aug 2019.xls, By: MRG

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

|    |                   |                                                    |                                                                                                           |                    |            |                                                                                 |   |
|----|-------------------|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------|--------------------|------------|---------------------------------------------------------------------------------|---|
| 84 | 112403EX          | POLO CLUB - EXTENDED HRS LICENSE                   | \$14,000.00                                                                                               | \$0.00             | 14,000.00  | **BAL PAST DUE-(Two years)<br>Partial payment toward FY 16/17 - made on 4-13-17 |   |
| 85 | 108306EX          | SCARLETT'S - EXTENDED HRS LICENSE                  | \$5,000.00                                                                                                | \$5,000.00         | 0.00       | BILLING COMPLETE-NEXT BILL 9/1/19-(\$5,000 annually)                            | X |
| 86 | 118907R           | SHORELINE FOUNDATION-AGREEMT RT-A-WY               | \$609.25                                                                                                  | \$609.25           | 0.00       | BILLING COMPLETE -NEXT BILL 12/1/19                                             | X |
| 87 |                   | MAC'S TOWING                                       | \$10,000.00                                                                                               | \$10,000.00        | 0.00       | Billing complete (pymt recvd 8/28/19) Next bill 9/1/20                          | X |
| 88 | <b>FROM DEPTS</b> |                                                    |                                                                                                           |                    |            | <b>OOB/ADJUSTMENTS</b>                                                          |   |
| 89 | PUBLIC WKS        | FALSE ALARM BILLING                                | \$5,000.00                                                                                                | \$3,525.00         | \$1,475.00 | Total as of 7/25/19                                                             |   |
| 90 | CODE ENF          | PERMANENT RV FEES - estimate billing \$2,600       | \$2,175.00                                                                                                | \$2,175.00         | --         | Total as of 7/25/19                                                             |   |
| 91 |                   | <b>TOTAL BILLED OTHER COLLECTABLES-LINES 69-80</b> | <b>\$80,668.25</b>                                                                                        | <b>\$59,623.25</b> |            |                                                                                 |   |
| 92 |                   | <b>PROJECT</b>                                     | Working with Code to Collect Outstanding Renewals - 41* accounts from Fiscal Year 2018-2019 AS OF 7-25-19 |                    |            |                                                                                 |   |

\*correction



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Billing Report Update                                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | No fiscal impact - only a report update on account billing                                                                               |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |

OUTSTANDING RENEWALS FY 2018-2019  
AS OF JUNE 12, 2019

|    | Name                            | LocalAddress             | AcctNo    | Prior Yr(s) Balance<br>forward<br>N-No | brought<br>Y-Yes or<br>N-No | Registration with FL<br>Division of Corp.<br>A-Active, IA-Inactive or<br>NL-Not listed | Billing includes<br>Business Tax<br>Y-Yes or N-No |
|----|---------------------------------|--------------------------|-----------|----------------------------------------|-----------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------|
| 1  | AUDIO VIDEO MD INC              | 2940COUNTRY CLUB LN      | 004888    | N                                      |                             | A                                                                                      | Y                                                 |
| 2  | ALASHAHOLIC                     | 3001 WHALL BCH BLVD, 306 | 004903C   | N                                      |                             | A                                                                                      | N                                                 |
| 3  | ALFREDO ORTIZ CUSTOM KITCHEN    | 2401 J PLYONS LN, C29    | 005040C   | Y                                      |                             | A                                                                                      | N                                                 |
| 4  | AMAZING EVENTS & RENTALS INC    | 2950-2952SW 30 AVE       | 007460    | N                                      |                             | A                                                                                      | Y                                                 |
| 5  | ANDERSONS AUTOMOTIVE            | 5507 SW 25CT             | 009515    | N                                      |                             | NL                                                                                     | Y                                                 |
| 6  | THERESA CAMPBELL                | 5501 SW 33STREET, S      | 034262*N  | CLOSED ACCT                            |                             | NL                                                                                     | N                                                 |
| 7  | CHARLES IRONWORKS               | 3120 PEMB RD, 214        | 035930    | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 8  | JON CHISTYAKOV                  | 2401 J PLYONS LN, F24-26 | 037610    | Y                                      |                             | NL                                                                                     | Y                                                 |
| 9  | AAA CLOSEOUT NETWORK            | 2673 PARKLN              | 042625    | Y                                      |                             | NL                                                                                     | N                                                 |
| 10 | AAA CLOSEOUT NETWORK            | 2681 PARKLN              | 042626    | Y                                      |                             | NL                                                                                     | N                                                 |
| 11 | AAA INTERNATIONAL               | 2517 PARKLN              | 042675    | Y                                      |                             | A                                                                                      | N                                                 |
| 12 | ALEXAS M CROSSMAN               | 3924 SW 52AVE, 1         | 043350    | PAID-5/2019                            |                             | NL                                                                                     | N                                                 |
| 13 | DC DIVERSIFIED INC              | 3120 SW 19ST, 161        | 044150C*N | CLOSED ACCT                            |                             | IA                                                                                     | N                                                 |
| 14 | CARE ONE LOGISTICS              | 2657 -2665PARK LN        | 044250    | Y                                      |                             | NL                                                                                     | N                                                 |
| 15 | DEKA BUSINESS CORP              | 3120 PEMBRD, 226         | 045500C   | Y                                      |                             | A                                                                                      | N                                                 |
| 16 | DRE COUTURE                     | 2930 SW 30AVE, B         | 045660C   | Y                                      |                             | A                                                                                      | N                                                 |
| 17 | GQ GALLERY INC                  | 2930 SW 30AVE, K         | 046375    | Y                                      |                             | A                                                                                      | Y                                                 |
| 18 | DOCS, LLC                       | 3146 JPCURCI DR,3A-2     | 047070    | PAID -5/2019-BAL \$250                 |                             | A                                                                                      | Y                                                 |
| 19 | EXECUTIVE DIESEL                | 3154 PEMBRD              | 051263C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 20 | FLORIDA STORM SHUTTERS          | 3120 PEMBRD, 241         | 054825C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 21 | GALANTE STUDIO                  | 2649 PARK LN             | 066223*N  | CLOSED ACCT                            |                             | NL                                                                                     | N                                                 |
| 22 | GREALTY LLC                     | 3121W HALLBCH BLVD,103   | 066755    | N                                      |                             | A                                                                                      | Y                                                 |
| 23 | H & G QUALITY / AC CUSTOM       | 2565 PARKLN              | 067650C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 24 | HAIR & MOUSTACHE BARBERSHOP     | 3948 PEMBRD, A           | 067751C*N | CLOSED ACCT                            |                             | IA                                                                                     | N                                                 |
| 25 | DAVID HENRIQUES                 | 3615 SW 52AVE, B103      | 068857    | PAID-7/10/19-CLOSED ACCT               |                             | NL                                                                                     | N                                                 |
| 26 | HOLYWOOD STYLE BEAUTY           | 3948 B PEMBRD            | 072600    | CLOSED ACCT                            |                             | A                                                                                      | Y                                                 |
| 27 | YOLANDA ULERIO                  | 3948 B PEMBRD            | 072600A   | CLOSED ACCT                            |                             | A                                                                                      | Y                                                 |
| 28 | ICE CREAM TIME / GIG ICE CREAM* | 3130 PEMB RD, 422        | 074515    | PAID-4/2019-BAL \$250 WAIVED           |                             | A                                                                                      | Y                                                 |
| 29 | IMARINE DISTRIBUTORS LLC        | 3130 PEMBRD, 342         | 075300    | N                                      |                             | A                                                                                      | Y                                                 |
| 30 | J.R. METAL ORNAMENTAL INC       | 1851 SW 31AVE            | 078658    | PAID-5/2019                            |                             | A                                                                                      | Y                                                 |
| 31 | JUST INSURANCE BROKERS          | 4520 WHALL BCH BLVD, 4   | 081600    | PAID-6/27/19-BAL \$500                 |                             | NL                                                                                     | Y                                                 |
| 32 | YELENA KHALIF                   | 3864 SW 48 AVE           | 083550    | PAID-5/2019                            |                             | NL                                                                                     | N                                                 |
| 33 | KING OF QUARTZ AND GRANITE INC  | 1802 SW 31AVE            | 083725C   | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 34 | LA ESTANCIA TOWNHOMES           | 5401-5465SW 41 ST        | 084700    | PAID-7/5/19                            |                             | NL                                                                                     | N                                                 |
| 35 | POINT OF GRACE CHRISTIAN SCHOOL | 3610 SW 48AVE            | 085301    | Y                                      |                             | NL                                                                                     | N                                                 |
| 36 | LIFT MASTERS & EQUIPMENT        | 3130 SW 19ST, 461        | 086100    | PAID-5/2019-BAL \$250                  |                             | A                                                                                      | Y                                                 |
| 37 | LUIS TOLENTINO                  | 2401 J PLYONS LN, A23    | 088000    | Y                                      |                             | NL                                                                                     | N                                                 |
| 38 | RICHARD ROBINSON                | 3944 SW 48AVE            | 091250    | PAID-4/2019                            |                             | NL                                                                                     | N                                                 |
| 39 | MEDICAL TRANSPORTATION SVCS     | 2061 SW 31AVE            | 092000    | Y                                      |                             | NL                                                                                     | Y                                                 |
| 40 | PETER MEIKLE                    | 2401 J PLYONS LN, B9-10  | 092102    | Y                                      |                             | NL                                                                                     | N                                                 |
| 41 | MORGAN WINE & SPIRITS DIST      | 2069 SW 31AVE            | 094840    | CLOSED ACCT                            |                             | NL                                                                                     | Y                                                 |
| 42 | MOVING SERVICES INC             | 2617 / 2625PARK LN       | 094912    | Y                                      |                             | A                                                                                      | N                                                 |
| 43 | NEW VUE OPTICAL LLC             | 4520 WHALL BCH BLVD, 8   | 098450    | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 44 | NEVILLE SHEPHERD LLC            | 3130 PEMBRD, 404         | 099700    | Y                                      |                             | A                                                                                      | Y                                                 |
| 45 | A TO Z MARKETING                | 1869 SW 31AVE            | 101329    | Y                                      |                             | IA                                                                                     | Y                                                 |

OUTSTANDING RENEWALS FY 2018-2019  
AS OF JUNE 12, 2019

|    |                                   |                                                                                  |           |                          |  |  |    |         |    |
|----|-----------------------------------|----------------------------------------------------------------------------------|-----------|--------------------------|--|--|----|---------|----|
| 46 | OCHI PROPERTIES LLC               | 2863 S PARKRD                                                                    | 101340C   | Y                        |  |  | A  |         | N  |
| 47 | PLAZA OF HALLANDALE BEACH         | 3535 SW 52AVE                                                                    | 101503    | PAID 5/2019              |  |  | NL |         | Y  |
| 48 | ORA'S CABINETS                    | 2401 JPLYONS LN, B25-26                                                          | 101575C   | Y                        |  |  | NL |         | N  |
| 49 | RESIDENT                          | 4805 SW 41 ST, #207                                                              | 105852    | PAID 6/2019              |  |  | NL |         | N  |
| 50 | PRINTOPIA, LLC                    | 2260 SW 30AVE                                                                    | 110600    | PAID 11/2018-BAL \$31.03 |  |  | A  |         | Y  |
| 51 | R.S. TRADING CO                   | 2673 S PARKLN                                                                    | 112923    | Y                        |  |  | IA |         | Y  |
| 52 | DANIEL REIDER                     | 3848 SW 48AVE                                                                    | 113320    | N                        |  |  | NL |         | N  |
| 53 | RENOVAC CORP                      | 311 LONEPINE LANE                                                                | 113700    | PAID-4/2019              |  |  | A  |         | Y  |
| 54 | ROODY JEAN GILLES CABINETRY       | 3120 PEMBRD, 234-235                                                             | 113990C   | Y                        |  |  | NL |         | N  |
| 55 | IRRIINGTON ROBERTS                | 3840 SW 48AVE, C-21                                                              | 114545    | CLOSED ACCT              |  |  | NL |         | N  |
| 56 | ISAIAS ROLENDER                   | 2544 SW 30AVE                                                                    | 114600    | PAID-4/2019              |  |  | NL |         | N  |
| 57 | WILFORD SAMUEL                    | 2350 S PARKRD, 205                                                               | 116205    | Y                        |  |  | NL |         | N  |
| 58 | DAVIS SCHENLEY                    | 611 MARINE DR, 422                                                               | 116725    | PAID-4/2019              |  |  | NL |         | N  |
| 59 | MORRISON, ANGELA                  | 3722 SW 52AVE, 108                                                               | 118783    | PAID-5/2019              |  |  | NL |         | N  |
| 60 | SOOK PAINT & BODY SHOP LLC        | 2311 J P LYONS LN                                                                | 120306    | PAID-BAL 285.00          |  |  | A  |         | Y  |
| 61 | SOUTH FL CONSTRUCTION &           | 2400 SW 30AVE, C                                                                 | 120400    | PAID-4/2019-BAL \$390    |  |  | A  |         | N  |
| 62 | WASTE SVCS. OF FLORIDA INC        | VARIOUS AREAS                                                                    | 120950RM  | Y                        |  |  | NL |         | Y  |
| 63 | STIRLING WHOLESAL MEAT            | 2665 S PARKRD                                                                    | 122717    | N                        |  |  | IA |         | Y  |
| 64 | SUBWAY #34960                     | 3930 PEMBRD                                                                      | 122950    | PAID-5/2019              |  |  | A  |         | Y  |
| 65 | TAJ FASHION                       | 2930 SW 30AVE, K&L                                                               | 125610    | N                        |  |  | A  |         | Y  |
| 66 | TEAM MARKETING GROUP, INC         | 3107 WHALL BCH BLVD, 3                                                           | 125684    | N                        |  |  | IA |         | Y  |
| 67 | TRAUPE RESIDENCE                  | 3841 SW 52AVE, 108                                                               | 126992    | Y                        |  |  | NL |         | N  |
| 68 | V & L DEBT RELIEF AND SVCS., INC. | 4500 WHALL BCH BLVD                                                              | 130380    | N                        |  |  | A  |         | Y  |
| 69 | WAL-MART STORES #1996             | 3898 PEMBRD                                                                      | 132776    | PAID 10/2018- BAL \$22   |  |  | A  |         | Y  |
| 70 | WATERMAN PLUMBING                 | 3120 SW 19 ST, 153                                                               | 132850C   | PAID 5/2019-ADJ BAL      |  |  | NL |         | N  |
| 71 | WORLD STAR ENTERPRISES INC        | 3121 W HALL BCH BLVD, 108                                                        | 135200    | N                        |  |  | A  |         | Y  |
| 72 | JASMIN ANN SUTHERLAND             | 3750 SW 48 AVE, 105                                                              | 137724    | CLOSED ACCT              |  |  | NL |         | N  |
| 73 | PEMBROKE PK CHURCH OF CHRIST      | The following accounts are other billing that were mailed with renewals FY 18-19 |           |                          |  |  |    |         |    |
| 74 | THE POLO CLUB, INC.               | 3707 SW 56 AVE                                                                   | 105800B   | Y                        |  |  | A  |         | N  |
| 75 | THE POLO CLUB, INC                | 5590 W HALL BCH BLVD                                                             | 112403EX  | Y                        |  |  | A  |         | N  |
| 75 | *CORRECTION                       | 5590 W HALL BCH BLVD                                                             | 112403EXA | Y                        |  |  | A  |         | N  |
|    |                                   | Total # of accounts with balance from previous year                              | 29        |                          |  |  | 34 | # Y-BTR | 34 |
|    |                                   | Total # of accounts outstanding                                                  | 41        |                          |  |  | 6  | #N-BTR  | 41 |
|    |                                   |                                                                                  |           |                          |  |  | 35 |         |    |







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator *MRG*

DATE: April 29, 2019

RE: Inactive Customers as of September 30, 2018

The attached listing includes customer accounts that are no longer active in the Town of Pembroke Park, based on information provided to the Business and/or Billing Department. These accounts include alarm registration, certificate of use, signs, business tax receipts, penalties (late charge / interest on past due accounts), inspections and false alarm. Please be aware that most of these fees are renewals, except for inspections (Building, Fire inspections and Annual fire inspections) and false alarms. The inspection and/or false alarm fees are for services performed; therefore I am recommending that these fees be recorded as collectable debt, which is due to the Town. After being removed from our current receivables, this collectable debt could be sent to a collection agency. Please be aware that at the current time there is no policy or procedure to handle outstanding debt or credit balances for inactive accounts.

### Inactive Customers Balances As of Sept. 30, 2018 Break-Down by Fee Categories

| Type of Fee                                  | Amount             |
|----------------------------------------------|--------------------|
| Alarm Registration                           | \$505.17           |
| Certificate of Use                           | \$4,692.13         |
| Signs                                        | \$230.00           |
| Business Tax Receipts                        | \$12,516.31        |
| Penalties and Misc. Charges                  | \$20,517.62        |
| <b>Sub-Total</b>                             | <b>\$38,461.23</b> |
| <b>-Collectable Debt-</b>                    |                    |
| Annual Fire Department Inspection            | \$23,825.00        |
| Building Dept. Inspection Fee - Business Tax | \$125.00           |
| Building Re-inspection Fee                   | \$754.00           |
| Fire Dept. Inspection Fee – Business Tax     | \$5,055.00         |
| Fire Re-inspection Fee                       | \$265.00           |
| False Alarm Fees                             | \$2,500.00         |
| <b>Sub-Total</b>                             | <b>\$32,524.00</b> |
| <b>Grand- Total</b>                          | <b>\$70,985.23</b> |

Cc: Natasha Joseph, Administrative Services Director



### Detail Report for Customers with Non Zero Balance As of 09/30/18

| Line #                                                                        | Customer Number | App ID | Total Owed   | Line # | Customer Number | App ID | Total Owed |
|-------------------------------------------------------------------------------|-----------------|--------|--------------|--------|-----------------|--------|------------|
| <b>The following customer accounts were in-active in fical year 2017/2018</b> |                 |        |              |        |                 |        |            |
| 1                                                                             | 000905*N        | 78844  | \$546.21     | 51     | 046975*N        | 79953  | \$210.00   |
| 2                                                                             | 004900*N        | 77581  | \$87.57      | 52     | 047050*N        | 78241  | \$412.40   |
| 3                                                                             | 004909*N        | 77582  | \$245.00     | 53     | 048505*N        | 78480  | \$25.00    |
| 4                                                                             | 004910*N        | 80763  | \$452.50     | 54     | 048510*N        | 83743  | \$131.25   |
| 5                                                                             | 005040A*N       | 79117  | \$844.77     | 55     | 048535*N        | 78005  | \$200.00   |
| 6                                                                             | 005043*N        | 78877  | \$575.96     | 56     | 048645*N        | 81772  | \$480.00   |
| 7                                                                             | 005700*N        | 78158  | \$12.50      | 57     | 048650*N        | 78359  | \$320.00   |
| 8                                                                             | 007850*N        | 78683  | \$102.35     | 58     | 048680*N        | 79932  | \$105.00   |
| 9                                                                             | 007853*N        | 79049  | \$250.00     | 59     | 049956*N        | 78940  | \$525.00   |
| 10                                                                            | 007854*N        | 77587  | \$245.00     | 60     | 049960*N        | 81547  | \$88.00    |
| 11                                                                            | 008750*N        | 78183  | \$85.00      | 61     | 050050C*N       | 83102  | \$183.15   |
| 12                                                                            | 008900*N        | 83814  | \$305.00     | 62     | 050308*N        | 77664  | \$99.32    |
| 13                                                                            | 012005*N        | 79353  | \$193.46     | 63     | 050928*N        | 77920  | \$85.00    |
| 14                                                                            | 013475*N        | 79082  | \$255.00     | 64     | 050953*N        | 78618  | \$1,317.90 |
| 15                                                                            | 013500*N        | 79114  | (\$1,103.13) | 65     | 051250*N        | 78459  | \$12.88    |
| 16                                                                            | 013505*N        | 79770  | \$1,103.13   | 66     | 051255*N        | 78362  | \$414.22   |
| 17                                                                            | 015800*N        | 79215  | \$613.06     | 67     | 051267C*N       | 83920  | \$160.00   |
| 18                                                                            | 016650*N        | 78236  | \$85.00      | 68     | 051500*N        | 77494  | \$660.00   |
| 19                                                                            | 017410*N        | 79032  | \$775.00     | 69     | 052520*N        | 77574  | \$494.19   |
| 20                                                                            | 017851*N        | 78449  | \$370.00     | 70     | 052575*N        | 78374  | \$287.70   |
| 21                                                                            | 017900*N        | 78809  | \$85.00      | 71     | 053270*N        | 83697  | \$105.00   |
| 22                                                                            | 019733*N        | 78808  | \$413.99     | 72     | 053360*N        | 78701  | \$462.37   |
| 23                                                                            | 020650*N        | 78924  | \$545.31     | 73     | 053370*N        | 78015  | \$36.06    |
| 24                                                                            | 020704*N        | 78312  | \$85.00      | 74     | 053550*N        | 80910  | \$441.00   |
| 25                                                                            | 020800*N        | 79151  | \$732.50     | 75     | 054555*N        | 79084  | \$320.00   |
| 26                                                                            | 022303*N        | 77619  | \$405.00     | 76     | 054600*N        | 78233  | \$405.00   |
| 27                                                                            | 024500*N        | 78521  | (\$2.62)     | 77     | 054650*N        | 78343  | \$400.00   |
| 28                                                                            | 034108*N        | 77627  | \$78.75      | 78     | 064195*N        | 79127  | \$315.63   |
| 29                                                                            | 034263*N        | 79028  | \$1,469.32   | 79     | 065275*N        | 82125  | \$10.00    |
| 30                                                                            | 034270*N        | 77571  | \$893.76     | 80     | 065375*N        | 78672  | \$630.00   |
| 31                                                                            | 034285*N        | 78623  | \$745.00     | 81     | 065400*N        | 78149  | \$61.44    |
| 32                                                                            | 034400*N        | 78328  | \$85.00      | 82     | 065495*N        | 78890  | \$2.14     |
| 33                                                                            | 035019*N        | 77629  | \$78.75      | 83     | 065498C*N       | 82519  | \$280.00   |
| 34                                                                            | 035720*N        | 79058  | \$310.54     | 84     | 066210C*N       | 83089  | \$160.00   |
| 35                                                                            | 035750*N        | 79174  | \$100.80     | 85     | 066743*N        | 78278  | \$145.00   |
| 36                                                                            | 037630*N        | 78284  | \$160.00     | 86     | 066900*N        | 79092  | \$377.43   |
| 37                                                                            | 040900*N        | 79099  | \$298.75     | 87     | 066920*N        | 78658  | \$471.88   |
| 38                                                                            | 042400*N        | 79013  | \$50.00      | 88     | 067750*N        | 77693  | \$829.23   |
| 39                                                                            | 042640*N        | 79548  | \$51.50      | 89     | 068840*N        | 78151  | \$160.00   |
| 40                                                                            | 042650*N        | 78010  | \$400.00     | 90     | 068870*N        | 78082  | \$355.00   |
| 41                                                                            | 043375*N        | 82524  | \$160.00     | 91     | 070302*N        | 77696  | \$19.68    |
| 42                                                                            | 043400*N        | 77501  | \$722.50     | 92     | 072700C*N       | 79155  | \$370.00   |
| 43                                                                            | 043630C*N       | 78564  | \$160.00     | 93     | 073650*N        | 78628  | \$200.00   |
| 44                                                                            | 044725*N        | 78838  | \$446.88     | 94     | 073900*N        | 78002  | \$250.00   |
| 45                                                                            | 045630*N        | 78314  | \$160.00     | 95     | 074516*N        | 82518  | \$405.00   |
| 46                                                                            | 046220*N        | 78491  | \$485.00     | 96     | 074520*N        | 78463  | \$10.00    |
| 47                                                                            | 046230*N        | 78131  | \$95.00      | 97     | 076180*N        | 78678  | \$157.50   |
| 48                                                                            | 046350*N        | 77649  | \$58.75      | 98     | 076750*N        | 77537  | \$893.76   |
| 49                                                                            | 046450*N        | 77986  | \$102.34     | 99     | 077010*N        | 78050  | (\$105.00) |
| 50                                                                            | 046475*N        | 78169  | \$918.76     | 100    | 077020*N        | 80727  | \$157.50   |



# **Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |           |       |            |
|-----|-----------|-------|------------|
| 101 | 077050*N  | 78363 | \$321.34   |
| 102 | 077200*N  | 78202 | (\$26.25)  |
| 103 | 077525*N  | 78867 | \$250.00   |
| 104 | 078730*N  | 78945 | \$255.00   |
| 105 | 079200*N  | 79134 | \$415.00   |
| 106 | 080250*N  | 79027 | \$171.25   |
| 107 | 083290*N  | 80672 | \$402.50   |
| 108 | 083294C*N | 83919 | \$160.00   |
| 109 | 083295*N  | 78673 | \$500.00   |
| 110 | 083296*N  | 78515 | \$370.00   |
| 111 | 083297*N  | 79089 | \$85.00    |
| 112 | 083700*N  | 79216 | \$250.00   |
| 113 | 084800*N  | 78571 | \$200.00   |
| 114 | 085345*N  | 78581 | \$515.00   |
| 115 | 088300*N  | 81239 | \$230.60   |
| 116 | 088510*N  | 79998 | \$210.00   |
| 117 | 089108*N  | 77735 | \$150.00   |
| 118 | 089140*N  | 78930 | \$643.75   |
| 119 | 089500*N  | 82431 | \$157.50   |
| 120 | 090003*N  | 79713 | \$10.00    |
| 121 | 090005*N  | 78568 | \$183.14   |
| 122 | 090006*N  | 78818 | \$630.00   |
| 123 | 090020*N  | 78508 | \$157.50   |
| 124 | 090470*N  | 78705 | \$170.00   |
| 125 | 090490*N  | 80375 | \$44.44    |
| 126 | 090550*N  | 78620 | \$85.00    |
| 127 | 090580*N  | 78220 | \$450.00   |
| 128 | 090597*N  | 82252 | \$285.00   |
| 129 | 090675*N  | 80576 | \$457.88   |
| 130 | 090700*N  | 78516 | \$283.50   |
| 131 | 090775*N  | 80749 | \$682.50   |
| 132 | 090800*N  | 78199 | \$200.00   |
| 133 | 094035*N  | 81924 | \$545.31   |
| 134 | 094040*N  | 78886 | \$85.00    |
| 135 | 094045*N  | 81957 | \$161.00   |
| 136 | 094050*N  | 78140 | \$250.00   |
| 137 | 094645*N  | 78059 | \$245.00   |
| 138 | 094655*N  | 78081 | \$157.50   |
| 139 | 094845*N  | 80020 | \$446.88   |
| 140 | 094850*N  | 79198 | \$85.00    |
| 141 | 094880*N  | 83285 | \$54.41    |
| 142 | 095600*N  | 78043 | \$328.13   |
| 143 | 097000*N  | 78043 | \$0.00     |
| 144 | 098125*N  | 78371 | \$358.48   |
| 145 | 099455*N  | 80762 | \$220.00   |
| 146 | 099460*N  | 78557 | \$160.00   |
| 147 | 099475*N  | 79008 | \$1,082.76 |
| 148 | 101300C*N | 83087 | \$160.00   |
| 149 | 101312*N  | 77751 | \$2,259.28 |
| 150 | 101315*N  | 79060 | \$277.42   |

|     |           |       |            |
|-----|-----------|-------|------------|
| 151 | 101320*N  | 80064 | \$313.05   |
| 152 | 103225C*N | 79161 | \$115.00   |
| 153 | 103627*N  | 79199 | \$65.63    |
| 154 | 105000*N  | 78868 | \$250.00   |
| 155 | 106810*N  | 78157 | \$665.00   |
| 156 | 107089*N  | 78662 | \$85.00    |
| 157 | 108150*N  | 79189 | \$160.00   |
| 158 | 108315*N  | 78083 | \$105.00   |
| 159 | 108601*N  | 77946 | \$330.00   |
| 160 | 110080*N  | 77912 | \$95.00    |
| 161 | 110140*N  | 82510 | \$317.81   |
| 162 | 110625*N  | 78090 | \$250.00   |
| 163 | 110750*N  | 77779 | \$160.00   |
| 164 | 110880*N  | 78056 | \$150.00   |
| 165 | 111400*N  | 78558 | \$160.00   |
| 166 | 111506*N  | 78060 | \$250.00   |
| 167 | 112850*N  | 77957 | \$500.00   |
| 168 | 112950*N  | 84076 | \$131.25   |
| 169 | 113470C*N | 83103 | \$160.00   |
| 170 | 114540*N  | 78210 | \$200.00   |
| 171 | 114557*N  | 79048 | \$536.60   |
| 172 | 114558*N  | 78806 | \$170.00   |
| 173 | 115500*N  | 81883 | \$235.00   |
| 174 | 116100*N  | 77991 | \$184.96   |
| 175 | 116500*N  | 78273 | \$200.00   |
| 176 | 116660*N  | 78091 | \$157.50   |
| 177 | 117050*N  | 77809 | \$22.84    |
| 178 | 118400*N  | 83659 | \$105.00   |
| 179 | 118875*N  | 78829 | \$85.00    |
| 180 | 118925*N  | 77558 | \$435.00   |
| 181 | 118925A*N | 77559 | \$1.00     |
| 182 | 118950*N  | 78143 | \$30.17    |
| 183 | 119175*N  | 79568 | \$325.00   |
| 184 | 119500*N  | 78200 | \$160.00   |
| 185 | 120970*N  | 82354 | \$481.00   |
| 186 | 122715*N  | 77828 | \$175.00   |
| 187 | 123350*N  | 81527 | \$160.00   |
| 188 | 125150*N  | 78085 | \$335.00   |
| 189 | 125400*N  | 79047 | \$85.00    |
| 190 | 125608*N  | 77959 | \$250.00   |
| 191 | 125660*N  | 82557 | \$598.86   |
| 192 | 125685*N  | 78250 | \$285.00   |
| 193 | 125900*N  | 79018 | \$640.00   |
| 194 | 125972*N  | 78153 | \$245.00   |
| 195 | 126200*N  | 78514 | \$1,006.56 |
| 196 | 126550*N  | 79145 | \$745.00   |
| 197 | 126590*N  | 81143 | \$420.00   |
| 198 | 126880*N  | 77897 | \$250.00   |
| 199 | 126910*N  | 79062 | \$277.42   |
| 200 | 126919*N  | 82377 | \$410.00   |

**Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |              |              |                    |
|-----|--------------|--------------|--------------------|
| 201 | 126920*N     | 77930        | \$906.26           |
| 202 | 126985*N     | 78346        | \$381.25           |
| 203 | 126995*N     | 78863        | \$512.50           |
| 204 | 128102*N     | 77847        | \$335.00           |
| 205 | 128400*N     | 77557        | \$250.00           |
| 206 | 128800*N     | 78193        | \$85.00            |
| 207 | 129340*N     | 80285        | \$161.00           |
| 208 | 129560*N     | 77500        | \$312.50           |
| 209 | 129580*N     | 83660        | \$105.00           |
| 210 | 129810*N     | 78615        | \$250.00           |
| 211 | 130458*N     | 78548        | \$170.00           |
| 212 | 130464*N     | 79110        | \$370.00           |
| 213 | 130473*N     | 77992        | \$285.00           |
| 214 | 130474*N     | 77993        | \$285.00           |
| 215 | 130942*N     | 77887        | \$160.00           |
| 216 | 130975*N     | 77552        | \$240.00           |
| 217 | 131602*N     | 80812        | \$10.00            |
| 218 | 132100*N     | 78651        | \$280.00           |
| 219 | 132750-C17*N | 77929        | \$160.00           |
| 220 | 132785*N     | 78072        | \$160.00           |
| 221 | 132900*N     | 78448        | \$85.00            |
| 222 | 133200C*N    | 83117        | \$160.00           |
| 223 | 133475*N     | 78171        | \$236.25           |
| 224 | 133825*N     | 77994        | \$277.42           |
| 225 | 133900*N     | 78807        | \$245.00           |
| 226 | 134008*N     | 77858        | \$1,493.01         |
| 227 | 134150*N     | 78357        | \$22.84            |
| 228 | 134200*N     | 77995        | \$245.00           |
| 229 | 134750*N     | 78194        | \$85.00            |
| 230 | 137400*N     | 77534        | \$160.00           |
| 231 | 137450*N     | 80522        | \$190.00           |
| 232 | 137450A*N    | 80563        | \$1.00             |
| 233 | 137512*N     | 78307        | \$1,570.68         |
| 234 | 137514*N     | 77563        | \$210.00           |
| 235 | 137725*N     | 79352        | \$119.46           |
| 236 | 97059*N      | 78883        | \$340.00           |
|     |              | <b>Total</b> | <b>\$70,985.23</b> |







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Update on Public Information Request                                                                                                     |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Reviewed by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | None                                                                                                                                     |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney

FROM: Michelle R. Grooms, Administration Department Assistant 

DATE: July 25, 2019

RE: Update on Public Information Request

The following information is in response to a discussion, during the Commission Meeting, on the status of public information request. The following is a list of request that I have received and notified of Deputy Town Clerk for processing.

| Date Request Received | Dept/Description of Request                                                                                        | Status                                                 |
|-----------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 07/14/2019            | Public Wks-Pending request for Utility Records, maps and project on SW 38 Ave.                                     | Completed 7/24/19                                      |
| 07/10/2019            | Business Tax - Pending request for 3 to 5 years billing and payments info for Polo Club Inc.                       | Completed 7/10/19                                      |
| 07/05/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 & 18/19 (est. 7/5/19) -from Career Source Broward | Completed 7/5/19 - Sent to customer 7-22-19            |
| 07/03/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 (est. 7/5/19) -from Davie/CC Chamber of Commerce  | Completed 7/3/19                                       |
| 06/24/2019            | Clerk's Office - Natasha call Sely -Broward League regarding county signature page for agreement. (Est. 6/21/19)   | Clerk's Office responded Info still pending.           |
| 06/24/2019            | Building Dept.- Pending request for floor plan @ 3300 Country Club Ln                                              | Building Dept completed the request on 7/8/19.         |
| 06/18/2019            | Clerk's Office-Natasha pending request from Auditors-list of resolutions (Est. 6/21/19)                            | Clerk's Office sent documents some info still pending. |

Cc: Natasha Joseph, Administrative Services Director





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Sign Variance Credit Balances                                                                                                  |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | Reduce account receivable balances                                                                                                       |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Refund credit balance of completed/inactive sign variances.                                                                              |
| Additional Action Needed:                         | Need policy on how to handle completed/inactive accounts with balances.                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator 

DATE: April 30, 2019

RE: Credit Balance for Sign Variances

The following information is in response to a discussion, during the Commission Meeting, on sign variance accounts with credit balances. The attached list shows the sign variances that are complete and have credit balances. Prior to April 2019, sign variance accounts were marked inactive active when the billing was complete; but a completion inspection is needed to close out the account. On April 24, 2019, each sign variance account was closed out with a completion inspection. As a result these accounts credits can be processed for refund or applied to pending balances due.

The attached list must be approved by the Town Commission before the refunds and/or credit can be processed.

Cc: Natasha Joseph, Administrative Services Director

**List of Sign Variances with Credit Balances in the System as of 4/23/19**

The following accounts have been billed and are complete.

The remaining credit balances are available for refund.

| Line #                          | Customer # | Business Name                      | App ID | Total Owed          | Local Address        |
|---------------------------------|------------|------------------------------------|--------|---------------------|----------------------|
| 1                               | 008109SV   | PEMBROKE GUN RANGE                 | 79078  | (\$100.00)          | 3140 PEMB RD         |
| 2                               | 037105SV1  | CHECKERS - SIGN VAR                | 83969  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 3                               | 037105SV2  | CHECKERS - SIGN VAR                | 83970  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 4                               | 047075SV   | DOCTORS TOY STORE                  | 78121  | (\$180.00)          | 2512 SW 30 AVE       |
| 5                               | 067511SV   | NOT JUST CARPET-SIGN VAR           | 78934  | (\$340.00)          | 3020 SW 30 AVE       |
| 6                               | 067511SV2  | NOT JUST CARPET                    | 77572  | (\$180.00)          | 3020 SW 30 AVE       |
| 7                               | 073600SV   | HOUSE OF KABOB-SIGN VAR            | 83133  | (\$100.00)          | 3153 HALL BCH BLVD   |
| 8                               | 085302SV   | TRINITY BROADCASTING OF FL         | 88988  | (\$250.00)          | 3300 PEMB RD         |
| 9                               | 088400SV   | M.M. YUKA PARIS, LLC-SIGN VAR      | 77515  | (\$300.00)          | 2930 SW 30 AVE, D    |
| 10                              | 094650SV   | MODERN MIAMI-SIGN VAR              | 77925  | (\$180.00)          | 2050 SW 30 AVE       |
| 11                              | 099455SV   | CRICKET WIRELESS-SIGN VAR          | 83135  | (\$300.00)          | 4520 HALL BCH BLVD   |
| 12                              | 105901SV   | PEMBROKE PARK WAREHOUSES-SIGN VAR  | 77538  | (\$60.00)           | 3150 PEMB RD         |
| 13                              | 105901SV2  | PEMBROKE PK WAREHOUSES- SIGN VAR   | 83136  | (\$180.00)          | 3150 PEMB RD         |
| 14                              | 106706SV   | PEOPLES PAWN & JEWELRY-SIGN VAR    | 89053  | (\$250.00)          | 2910 SW 30 AVE       |
| 15                              | 107080SV   | TOP KITCHEN-SIGN VAR               | 83138  | (\$60.00)           | 2500 SW 30 AVE       |
| 16                              | 108306SV3  | J.W. LEE, INC /SCARLETT'S          | 82834  | (\$250.00)          | 2920 SW 30 AVE       |
| 17                              | 108308SV   | J.W. LEE PROPERTIES LLC - SIGN VAR | 77967  | (\$60.00)           | 2952 SW 30 AVE       |
| 18                              | 110137SV   | WPLG, INC (CHANNEL 10)-SIGN VAR    | 82487  | (\$300.00)          | 3401 W HALL BCH BLVD |
| 19                              | 110137SV2  | WPLG, INC (CHANNEL 10) - SIGN VAR  | 83563  | (\$340.00)          | 3401 W HALL BCH BLVD |
| 20                              | 112350SV   | RACETRAC #491-SIGN VAR             | 78234  | (\$150.00)          | 3031 W HALL BCH BLVD |
| 21                              | 116010SV   | SAFELITE AUTO GLASS-SIGN VAR       | 78376  | (\$220.00)          | 3205 SW 22 ST        |
| 22                              | 121859SV   | SPICE OF LIFE - SIGN VAR           | 83618  | (\$200.00)          | 2940 SW 30 AVE, 1-2  |
| 23                              | 122605SV   | PEMBROKE PARK OWNER LLC - SIGN VAR | 82919  | (\$150.00)          | 1781 S PARK RD       |
| 24                              | 126870SV   | TERZANI USA, INC - SIGN VAR        | 88700  | (\$250.00)          | 2501 SW 56 AVE       |
| 25                              | 133730SV   | WHEAT CAPITAL MGMT-SIGN VAR        | 83140  | (\$100.00)          | 2801 J P LYONS LN    |
| 26                              | 65525SV    | FULL SVC PAIN MGMT-SIGN VAR        | 83143  | (\$207.50)          | 3107 W HALL BCH BLVD |
| 27                              | 70500SV    | TOM HOGAN                          | 83144  | (\$100.00)          | 3002 W HALL BCH BLVD |
| <b>Sub-Total for Line #1-27</b> |            |                                    |        | <b>(\$5,507.50)</b> |                      |

The following accounts have been billed and are complete.

Please note: That the following account holders have other fees due to the Town -the credit should be applied to the fees due.

| Line #                           | Customer # | Business Name                    | App ID | Total Owed          | Local Address      |
|----------------------------------|------------|----------------------------------|--------|---------------------|--------------------|
| 28                               | 024150SV   | BSH PROPERTY LLC - SIGN VAR      | 83129  | (\$100.00)          | 4520 HALL BCH BLVD |
| *                                | 024170S    | AVI SHLOMO COMMERCIAL CTR - SITE |        |                     |                    |
|                                  |            | BSH PROPERTY LLC                 | 83316  | \$3,630.96          | 2991 SW 32 AVE     |
| 29                               | 049956SV   | ELEGANT HOUSE - SIGN VAR         | 78077  | (\$260.00)          | 1960 SW 30 AVE     |
|                                  | 049956*N   | ELEGANT HOUSE                    | 78940  | \$525.00            | 1960 SW 30 AVE     |
| 30                               | 067750SV   | MULTIMEDIA INNOVATIONS-SIGN VAR  | 79195  | (\$140.00)          | 2250 SW 30 AVE     |
|                                  | 067750*N   | MULTIMEDIA INNOVATIONS           | 77693  | \$829.23            | 2250 SW 30 AVE     |
| 31                               | 094500SV   | MITECH TECHNOLOGY - SIGN VAR     | 87584  | (\$100.00)          | 2520 SW 30 AVE     |
|                                  | 094500     | EYERIDE / MITECH TECHNOLOGY      | 81328  | \$50.00             | 2520 SW 30 AVE     |
| <b>Sub-Total for Line #28-31</b> |            |                                  |        | <b>(\$600.00)</b>   |                    |
| <b>Grand Total</b>               |            |                                  |        | <b>(\$6,107.50)</b> |                    |

\*corrected total





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Update on Status of Minutes                                                                                                              |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Reviewed by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | None                                                                                                                                     |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |





# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney  
FROM: Michelle R. Grooms, Administration Department Assistant *mg*  
DATE: July 25, 2019  
RE: Update on Status of Minutes

The following information is in response to a discussion, during the Commission Meeting, on the status of minutes per Town Attorney letter dated 5/17/19. The Town Commission approved the hiring of a temporary legal secretary from SNI Staffing Now. SNI Staffing sent Ms. Erica Carter to begin work on June 17, 2019. So far Ms. Carter has completed the following minutes.

### **Completed between June 17, 2019- June 30, 2019**

06-29-2018 (AMENDED) Regular Commission Meeting Minutes.docx  
07-06-2018 (AMENDED) Special Commission Meeting Minutes.docx  
07-13-2018 Special Commission Meeting Minutes.docx  
07-16-2018 Special Commission Meeting Minutes.docx  
07-23-2018 Special Planning and Zoning Board Meeting Minutes.docx  
07-24-2018 Special Commission Meeting Minutes.docx  
08-08-2018 Regular Commission Meeting Minutes.docx

### **Completed between July 1, 2019 – July 24, 2019**

09-05-2018 Workshop Commission Meeting Minutes.docx  
08-23-2018 Regular Code Enforcement Board Meeting Minutes.docx  
09-06-2018 Special Commission Meeting Minutes.docx  
09-12-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Special Commission Meeting Minutes.docx  
09-25-2018 Special Commission Meeting Minutes.docx  
10-03-2018 Workshop Commission Meeting Minutes.docx  
10-10-2018 Regular Commission Meeting Minutes.docx  
10-22-2018 Special Commission Meeting Minutes.docx  
10-24-2018 Regular Commission Meeting Minutes.docx  
10-25-2018 Regular Code Enforcement Board Meeting Minutes.docx  
10-30-2018 Citizen Advisory Board Meeting Minutes.docx

Continued on next page ....

Continued from previous page (Update on Status of Minutes)

**Completed between July 1, 2019 – July 24, 2019**

11-01-2018 Workshop Commission Meeting Minutes.docx

11-05-2018 Regular Commission Meeting Minutes.docx

11-20-2018 Special Commission Meeting Minutes.docx

12-12-2018 Regular Commission Meeting Minutes.docx

12-17-2018 Regular Commission Meeting Minutes.docx

12-19-2018 Regular Commission Meeting Minutes.docx

-

07-10-2019 (AMENDED) Regular Commission Meeting Minutes.docx

07-10-2019 (AMENDED) Special Commission Meeting Minutes.docx

These minutes were emailed to the Deputy Town Clerk for review and Ms. Carter continues to work on additional minutes.

Cc: Natasha Joseph, Administrative Services Director







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Waiver Request - Just Insurance Brokers                                                                                                  |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See scan copies                                                                                                                          |
| Fiscal Impact:                                    | Decrease in revenue for penalty fees.                                                                                                    |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Business owner is requesting a waiver of penalty fees (\$500.00)                                                                         |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommends request waiver be approved.                                                                                                   |
| Additional Action Needed:                         |                                                                                                                                          |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



JUST INSURANCE BROKERS  
MAB INSURANCE CONSULTANT INC  
4520 W HALL BCH BLVD, 4  
PEMBROKE PARK FL 33023

**ANNUAL BILLING  
STATEMENT**

**ACCOUNT NO.**  
081600

**DATE**  
6/27/2019

**BUSINESS DESCRIPTION**  
INSURANCE AGENCY

**BUSINESS ADDRESS**  
4520 W HALL BCH BLVD, 4

| DATE    | DESCRIPTION                           | AMOUNT |
|---------|---------------------------------------|--------|
| FY 2018 | Penalty Fee / Late Charges            | 250.00 |
|         | - Penalty Fee-Mar 1(Town Code 15-40c) |        |
| FY 2019 | Annual Fire Department Inspection     | 160.00 |
|         | - Date of Insp 06/29/18               |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Date of Re-Insp 10/16/18            |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Re-Insp Fee                         |        |
| FY 2019 | Penalty Fee / Late Charges            | 250.00 |
|         | - Mar 1-Penalty Fee(Town Code 15-40c) |        |
| FY 2020 | Business Tax                          | 52.50  |
| FY 2020 | Alarm Registration                    | 10.00  |
| FY 2020 | Certificate Of Use                    | 52.50  |

**ATTENTION!!! IMPORTANT NOTICE:** Payments recieved by the Town will first be applied to the oldest outstanding balances due, if any, on your accounts payable to the Town and then to current account balances due. All outstanding account balances due to the Town must be paid in full prior to receiving a Business Tax Receipt renewal.

**PAY ALL FEES BY SEPT 30th**  
**TO AVOID THE FOLLOWING PENALTIES!!(F.S. 205.053)**  
Oct. 1st - 10% Nov. 1st - 15% Dec. 1st - 20% Jan. 1st - 25%  
**PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st**  
an additional penalty of \$250.00 will be imposed (P.P. Code 15-40c)

**SUB-TOTAL** **\$945.00**

**PLEASE PAY** **\$945.00**

Marc A Bonhomme  
Just Insurance Brokers  
4520 Hallandale Beach BLVD, Pembroke Park, FL 33023  
Phone: 954-639-7809 | Fax: 954-639-7915 | marc.bonhomme@jibinc.net

# Fax

TO: Town of Pembroke Park FROM: Marc A Bonhomme  
FAX: \_\_\_\_\_ PAGES: \_\_\_\_\_  
PHONE: \_\_\_\_\_ DATE: 6/23/19  
RE: Case # 4481 CC: \_\_\_\_\_

☒ Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

Comments:

TO whom It may concern,  
My name is Marc Bonhomme, the owner of MAB Insurance Consultant INC. I am writing this letter in trying to get a break please.  
I would like to inform the ~~board~~ the reason why I have been late with my renewal is because of hardship, my funds have been running low that makes it impossible for me to renew my license, so for this reason, I am asking please to remove the penalties and accept the regular payment.

Sincerely,  
Marc A Bonhomme

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310

**SALES RECEIPT****Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

**Sold To MAB INSURANCE CONSULTANT INC**

4520 W HALL BCH BLVD, STE 4  
HOLLYWOOD, FL 33023  
Phone 0000001590

| Transaction # | Payment Method | Amount   | Sale Date             |
|---------------|----------------|----------|-----------------------|
| 19709         | Money Order    | \$144.45 | 6/27/2019 12:51:32 PM |

| Date Applied | Application # | Qty   | Item                                  | Total           |
|--------------|---------------|-------|---------------------------------------|-----------------|
| 6/27/2019    | AP-80820      | 52.50 | Business Tax - Deferred Billing       | \$52.50         |
| 6/27/2019    | AP-80820      | 52.50 | Certificate Of Use - Deferred Billing | \$52.50         |
| 6/27/2019    | AP-80820      | 35.00 | Penalty Fee / Late Charges            | \$0.70          |
| 6/27/2019    | AP-80820      | 10.00 | Alarm Registration - Deferred Billing | \$10.00         |
| 6/27/2019    | AP-80820      | 28.75 | Penalty Fee / Late Charges            | \$28.75         |
|              | <b>Total</b>  |       |                                       | <b>\$144.45</b> |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Waiver Request - Lift Masters                                                                                                            |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See scan copies                                                                                                                          |
| Fiscal Impact:                                    | Decrease in revenue for penalty fees.                                                                                                    |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Business owner is requesting a waiver of penalty fees (\$250.00)                                                                         |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommends request waiver be approved.                                                                                                   |
| Additional Action Needed:                         |                                                                                                                                          |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



## STATEMENT

LIFT MASTERS & EQUIPMENT  
LIFT MASTERS & EQUIPMENT INC  
11670 SW 50 CT  
COOPER CITY FL 33330

**ACCOUNT NO.**  
086100

**DATE**  
5/9/2019

**BUSINESS DESCRIPTION**

WHLSE/STORAGE-AUTOMOTIVE EQUIP.

**BUSINESS ADDRESS**  
3130 SW 19 ST, 461

| DATE    | DESCRIPTION                     | CHARGES | BALANCE |
|---------|---------------------------------|---------|---------|
| FY 2019 | Penalty Fee / Late Charges      | 250.00  | 250.00  |
|         | - Penalty Fee(Town Code 15-40c) |         |         |

**Payments not made within thirty (30) days of the billing date are considered LATE; a late payment charge of \$10.00 or two percent (2%) of amount due, whichever greater will be applied and your account may be subject to additional interest fees.**

**SUB-TOTAL** \$250.00

**PLEASE PAY** \$250.00



7/9/19

TO: TOWN OF PEMBROKE PARK,

MY NAME IS VINCENZO SCIOLINO, I AM THE OWNER  
OPERATOR OF LIFT MASTERS & EQUIPMENT INC. I HAVE BEEN  
PART OF THIS COMMUNITY FOR MANY YEARS, I RECENTLY  
RELOCATED AND WAS UNABLE TO RECEIVE ANY FORWARDING  
NOTIFICATION IN REGARDS TO MY BUSINESS. WITHIN  
THAT TIME I INQUIRED A LATE FEE, PLEASE TAKE  
INTO CONSIDERATION I WAS NOT INFORMED,  
IS IT AT ALL POSSIBLE TO WAIVE LATE FEES

THANK YOU IN ADVANCE



LIFT MASTERS & EQUIPMENT  
(754) 581-2428

ACCOUNT #

086100

## Town of Pembroke Park

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310



## SALES RECEIPT

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

Sold To **LIFT MASTERS & EQUIPMENT, INC**

3130 SW 19 ST, UNIT 461  
PEMBROKE PK, FL 33009  
Phone 0000002534

| Transaction # | Payment Method | Amount   | Sale Date           |
|---------------|----------------|----------|---------------------|
| 19564         | Money Order    | \$464.47 | 5/7/2019 2:40:31 PM |

| Date Applied | Application # | Qty    | Item                                  | Total           |
|--------------|---------------|--------|---------------------------------------|-----------------|
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$31.50         |
| 5/7/2019     | AP-82013      | 160.00 | Annual Fire Department Inspection     | \$128.50        |
| 5/7/2019     | AP-82013      | 23.15  | Penalty Fee / Late Charges            | \$23.15         |
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$52.50         |
| 5/7/2019     | AP-82013      | 157.50 | Business Tax - Deferred Billing       | \$157.50        |
| 5/7/2019     | AP-82013      | 71.32  | Penalty Fee / Late Charges            | \$71.32         |
|              | <b>Total</b>  |        |                                       | <b>\$464.47</b> |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Billing Report Update                                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | No fiscal impact - only a report update on account billing                                                                               |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

| 1  | ACCT#      | REIMBURSABLE EXPENSES                                                                     | Billing<br>FOR 2018/19 | Amt Collected<br>or Acct Balance | Amount<br>Pending | Status                                                                           | Complete |
|----|------------|-------------------------------------------------------------------------------------------|------------------------|----------------------------------|-------------------|----------------------------------------------------------------------------------|----------|
| 2  | 024170S    | AVI SHLOLO (COMM CTR) - SITE @ 2991 SW 32 AVE                                             | \$390.96               | \$3,240.00                       | \$3,630.96        | PAST DUE 9/14/18- BILLING AS OF 4/9/19                                           |          |
| 3  | 048537PK   | EAST COAST INVEST (Seneca Town Ctr) - PK REDUCTION                                        | \$0.00                 | \$2,000.00                       | (\$2,000.00)      | NON ACTIVE ACCT - BILLING CURRENT 6/10/19                                        |          |
| 4  | 048503S    | ADDITION @ 3195 W HALL BCH BLVD                                                           | \$402.50               | \$912.50                         | (\$510.00)        | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 5  | 048600SP   | CORS-AIR - MINOR SITE @ 2865 SW 30 AVE                                                    | \$97.00                | \$3,695.00                       | (\$3,598.00)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 6  | 048600SPEX | J.C. STEVEN PEMBROKE PARK - SPECIAL PERMIT                                                | \$0.00                 | \$1,600.00                       | (\$1,600.00)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 7  | 051259S    | J.C. STEVEN PEMBROKE PARK - SPECIAL EXCEPTION                                             | \$4,885.00             | \$7,500.00                       | (\$2,615.00)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 8  | 054621S    | SKLARCHITECTURE - SITE @ 4200 W HALL BCH BLVD                                             | \$707.50               | \$7,500.00                       | (\$6,792.50)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 9  | 064250S    | COCA COLA BEV. FL LLC - SITE @ 3350 PEMB RD                                               | \$0.00                 | \$5,865.00                       | (\$5,865.00)      | BILLING COMPLETE- PROJECT CLOSED BALANCE<br>TRANSFERRED TO ACCOUNT # 024170S     | X        |
| 10 | 085302S    | 4400 W HALL LLC - SITE                                                                    | \$871.30               | \$871.30                         | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 11 | 101700S    | TRINITY BROADCASTING(LAKESIDE EST)-MINOR SITE                                             | \$0.00                 | \$5,382.50                       | (\$5,382.50)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 12 | 110874MRF  | O'REILLY AUTO STORES-SITE @ 4700 W HALL BCH BLVD                                          | \$8,859.73             | \$8,859.73                       | \$0.00            | Rec'd after legal sent notification -<br>BILLING CURRENT - UNTIL 7/25/19         |          |
| 13 | 112350S3   | RACETRAC PETROLEUM INC - SITE                                                             | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 14 | 112351S    | RACETRAC PETROLEUM INC - SITE @ 3996 PEMB RD                                              | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 15 | 112403EXA  | PROGRESSIVE WASTE SOLUTION (Non-Conf Use -Material<br>Recovery Facility) @ 1899 SW 31 AVE | \$0.00                 | \$837.50                         | \$837.50          | *BILLED IN FY16/17-BAL PAST DUE AS OF 9/30/17<br>Partial payment made on 10/4/18 |          |
| 16 | 122605S    | POLO CLUB - APP FOR EXT HOURS LICENSE                                                     | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 17 | 126870PK   | MIAMI CITY STORAGE (CUBESMART)/ STORAGE AND<br>MORE LLC - SITE @ 1771 S PARK RD           | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 18 | 126945S    | TERZANI USA INC - PARKING REDUCTION                                                       | \$0.00                 | \$817.50                         | (\$817.50)        | BILLING COMPLETE                                                                 | X        |
| 19 | 133707PK   | TOWERCOM VII, LLC - SITE @ 3400 SW 20 STREET                                              | \$2,560.00             | \$2,583.75                       | (\$23.75)         | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 20 | 133707S    | SENECA COMM CTR (DCT/CE LLC)- PARKING REDUCTION                                           | \$3,217.50             | \$3,217.50                       | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 21 | 133707S2   | SENECA COMM CTR - SITE@ 3799 W HALL BCH BLVD                                              | \$0.00                 | \$3,152.50                       | (\$3,152.50)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 22 | 133708F2-2 | SENECA COMM CTR (DCT/CE LLC)- SITE ADDITION                                               | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 23 | 133720S    | SENECA COMM CTR (PEMB IND)- FILL                                                          | \$142.50               | \$0.00                           | \$142.50          | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 24 | 133730PK   | EAST COAST INVEST (Seneca Town Ctr)- SITE & PK<br>REDUCTION @ 3195 W HALL BCH BLVD        | \$0.00                 | \$0.00                           | \$0.00            | NON ACTIVE ACCT - BILLING CURRENT 6/10/19                                        |          |
| 25 | 133730S*   | WHEAT CAPITAL MGMT - PKING WAIVER                                                         | \$0.00                 | \$0.00                           | \$0.00            | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 26 | 037105SV1  | @ 2801 - 2805 J P LYONS LN                                                                | \$0.00                 | \$1,752.50                       | (\$1,752.50)      | BILLING CURRENT - UNTIL 6/10/19                                                  |          |
| 27 | 037105SV2  | WHEAT CAPITAL -SITE @ 2801 - 2805 J P LYONS LN                                            | \$0.00                 | \$0.00                           | \$0.00            | BILLING COMPLETE - 1/10/18                                                       | X        |
| 28 | 054850SV   | CHECKERS - EAST ELEVATION @ 400 W HBB                                                     | \$0.00                 | \$350.00                         | (\$350.00)        | BILLING COMPLETE - 1/10/18                                                       | X        |
| 29 | 085302SV   | CHECKERS - NORTH ELEVATION @ 400 W HBB                                                    | \$200.00               | \$700.00                         | (\$500.00)        | BILLING CURRENT - AS OF 6/24/19                                                  | X        |
| 30 | 094500SV   | 3180 PEMBROKE LLC @ 3180 W HALL BCH BLVD                                                  | \$250.00               | \$500.00                         | (\$250.00)        | BILLING COMPLETE - 12/10/18                                                      | X        |
| 31 | 106706SV   | TRINITY BROADCASTING -SIGN VAR @3300 PEMB RD                                              | \$0.00                 | \$100.00                         | (\$100.00)        | BILLING COMPLETE - 8/15/18                                                       | X        |
| 32 | 107080SV   | MITTECH TECHNOLOGY - @2520 SW 30 AVE                                                      | \$450.00               | \$700.00                         | (\$250.00)        | BILLING COMPLETE - 12/10/18                                                      | X        |
| 33 |            | PEOPLES PAWN - SIGN VARIANCE @ 2910 SW 30 AVE                                             | \$250.00               | \$500.00                         | (\$250.00)        | BILLING COMPLETE - 10/01/17                                                      | X        |

As of 07/26/2019  
File Name: BTR - Billing Report 7-25-19 for Aug 2019.xls, By: MRG

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

|    |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
|----|---------------|-------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------|----------------------------------------------------|------------------------------------------------------------|-----------------------|-------------|
| 34 | 121859SV      | SPICE OF LIFE - @ 2940 SW 30 AVE, 2                                                                                     | \$0.00                 | \$200.00             | (\$200.00)                                         | BILLING COMPLETE - 10/31/17                                |                       | X           |
| 35 | 110137SV2     | WPLG, INC (CHANNEL 10) - @ 3401 W HBB                                                                                   | \$160.00               | \$500.00             | (\$340.00)                                         | FY17/18 Services billed 4/23/18- Project complete          |                       | X           |
| 36 | 112350SV      | RACETRAC #491 - @ 3031 W HALL BCH BLVD                                                                                  | \$0.00                 | \$150.00             | (\$150.00)                                         | BILLING COMPLETE - 8/15/18                                 |                       | X           |
| 37 | 126870SV      | TERZANI USA INC - @ 2501 SW 56 AVE                                                                                      | \$0.00                 | \$250.00             | (250.00)                                           | BILLING COMPLETE - 8/15/18                                 |                       | X           |
| 38 |               | <b>TOTAL REIMBURSABLE EXPENSES-LINES 2-34</b>                                                                           | <b>\$23,443.99</b>     | <b>\$64,087.28</b>   |                                                    |                                                            |                       |             |
| 39 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 40 |               | <b>ANNUAL RENEWAL BILLING</b>                                                                                           | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Pending</b>                                     | <b>OUTSTANDING ACCTS</b>                                   | <b>OOB/ADJUSTMENT</b> | <b>%</b>    |
| 41 | OL            | BTR                                                                                                                     | \$136,936.60           | \$124,051.10         | \$4,675.00                                         | 3.4%                                                       | \$8,210.50            | 6.0%        |
| 42 | CU            | CERTIFICATE OF USE                                                                                                      | \$31,482.00            | \$26,547.00          | \$2,257.50                                         | 7.2%                                                       | \$2,677.50            | 8.5%        |
| 43 | SF**          | SIGNS                                                                                                                   | \$56,392.00            | \$56,127.00          | \$140.00                                           | 0.2%                                                       | \$125.00              | 0.2%        |
| 44 | AL            | ALARM REGISTRATION                                                                                                      | \$3,240.00             | \$2,800.00           | \$100.00                                           | 3.1%                                                       | \$340.00              | 10.5%       |
| 45 | BIF           | BLDG DEPT INSP - NEW/RE-INSP                                                                                            | \$50.00                | \$50.00              | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 46 | FB            | FIRE INSPECTION FEES-NEW BTR                                                                                            | \$200.00               | \$200.00             | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 47 | FBR           | FIRE RE-INSPECTION FEES - NEW BTR                                                                                       | \$200.00               | \$200.00             | \$0.00                                             | 0.0%                                                       | \$0.00                | 0.0%        |
| 48 | AN            | FIRE INSPECTION FEES- ANNUAL BTR                                                                                        | \$75,006.06            | \$65,032.00          | \$5,354.06                                         | 7.1%                                                       | \$4,620.00            | 6.2%        |
| 49 |               | **Billboard billing included in annual renewal statements : CBS-\$7,500; Clear Channel \$15,000 and                     |                        | Scarlett's \$15,000  |                                                    |                                                            |                       |             |
| 50 |               | <b>TOTAL BILLED ON ANNUAL RENEWAL STATEMENTS-LINES 38-45</b>                                                            | <b>\$303,506.66</b>    | <b>\$275,007.10</b>  | <b>\$12,526.56</b>                                 | <b>4.1%</b>                                                | <b>\$15,973.00</b>    | <b>5.3%</b> |
| 51 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 52 |               | <b>NEW ACCTS</b>                                                                                                        | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Projected billing (10% OF BILLING FY 18/19)</b> | <b>AMT PENDING</b>                                         |                       |             |
| 53 | LC / OL >6/25 | BTR                                                                                                                     | \$9,784.38             | \$8,747.50           | \$13,693.66                                        | 71.5%                                                      | \$1,036.88            |             |
| 54 | CCU/CU >6/25  | CERTIFICATE OF USE                                                                                                      | \$525.00               | \$472.50             | --                                                 |                                                            | \$52.50               |             |
| 55 | SF            | SIGNS                                                                                                                   | \$0.00                 | \$0.00               | --                                                 |                                                            |                       |             |
| 56 | CAL/AL>6/25   | ALARM REGISTRATION                                                                                                      | \$840.00               | \$805.00             | \$324.00                                           | 259.3%                                                     | \$35.00               |             |
| 57 | BIF           | BLDG DEPT INSP - NEW/ RE-INSP                                                                                           | \$2,550.00             | \$2,550.00           | --                                                 | Total as of 6/30/19                                        | \$0.00                |             |
| 58 | FB            | FIRE INSPECTIONS- NEW / RE-INSP/ ANNUAL                                                                                 | \$9,535.00             | \$9,535.00           | --                                                 | Total as of 6/30/19                                        | \$0.00                |             |
| 59 |               | <b>TOTAL NEW ACCT BILLING AS OF 7/1/18 - LINES 49-54</b>                                                                | <b>\$23,234.38</b>     | <b>\$22,110.00</b>   |                                                    |                                                            | <b>\$1,124.38</b>     |             |
| 60 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 61 |               | <b>ANNUAL RENEWAL BILLING</b>                                                                                           | <b>Billed FY 19/20</b> | <b>Amt Collected</b> | <b>Pending</b>                                     | <b>OUTSTANDING ACCTS</b>                                   | <b>OOB/ADJUSTMENT</b> | <b>%</b>    |
| 62 | OL            | BTR                                                                                                                     | \$133,295.85           | \$37,174.80          | \$95,097.30                                        | 71.3%                                                      | \$1,023.75            | 0.8%        |
| 63 | CU            | CERTIFICATE OF USE                                                                                                      | \$30,537.00            | \$7,824.00           | \$22,450.50                                        | 73.5%                                                      | \$262.50              | 0.9%        |
| 64 | SF**          | SIGNS                                                                                                                   | \$61,157.00            | \$17,915.00          | \$43,242.00                                        | 70.7%                                                      | \$0.00                | 0.0%        |
| 65 | AL            | ALARM REGISTRATION                                                                                                      | \$3,090.00             | \$1,030.00           | \$2,060.00                                         | 66.7%                                                      | \$0.00                | 0.0%        |
| 66 | FBR           | FIRE RE-INSPECTION FEES - NEW BTR                                                                                       | \$70.00                | \$0.00               | \$70.00                                            | 100.0%                                                     | \$0.00                | 0.0%        |
| 67 | AN            | FIRE INSPECTION FEES- ANNUAL BTR                                                                                        | \$51,364.00            | \$11,561.00          | \$38,628.00                                        | 75.2%                                                      | \$1,175.00            | 2.3%        |
| 68 |               | **Billboard billing included in annual renewal statements : CBS-\$7,500; Clear Channel \$20,000 and Scarlett's \$15,000 |                        |                      |                                                    |                                                            |                       |             |
| 69 |               | <b>TOTAL BILLED ON ANNUAL RENEWAL STATEMENTS-LINES 38-45</b>                                                            | <b>\$279,513.85</b>    | <b>\$75,504.80</b>   | <b>\$201,547.80</b>                                | <b>72.1%</b>                                               | <b>\$2,461.25</b>     | <b>0.9%</b> |
| 70 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 71 |               | <b>ASSESSMENT IN LIEU OF PROPERTY TAXES</b>                                                                             | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Amt Pending</b>                                 |                                                            |                       |             |
| 72 | 074520B       | IGLESIA CHURCH / 4350 PS, LLC                                                                                           | \$10,035.17            | \$10,035.17          | 0.00                                               | Payment Recv'd thru legal and processed 6-27-19            |                       | X           |
| 73 | 083950B       | KOINONIA                                                                                                                | \$35,543.09            | \$31,543.09          | 4,000.00                                           | MTHL Y BILLING - NEXT BILL 8/2019                          |                       |             |
| 74 | 105800B       | PEMBROKE PK CHURCH OF CHRIST**                                                                                          | \$15,946.54            | \$0.00               | 15,946.54                                          | *\$63,803.22 Past due 9/30/18-Cuurent bill-Past Due 3/2019 |                       |             |
| 75 |               | <b>TOTAL BILLED IN LIEU OF PROPERTY TAXES-LINES 58-60</b>                                                               | <b>\$61,524.80</b>     |                      |                                                    |                                                            |                       |             |
| 76 |               |                                                                                                                         |                        |                      |                                                    |                                                            |                       |             |
| 77 |               | <b>OTHER COLLECTABLE FEES</b>                                                                                           | <b>Billed FY 18/19</b> | <b>Amt Collected</b> | <b>Amt Pending</b>                                 |                                                            |                       |             |
| 78 |               | BILLBOARD - NEW AGREEMENT - CLEAR CHANNEL                                                                               | \$20,000.00            | \$20,000.00          | 0.00                                               | BILLING COMPLETE - NEXT BILL 4/2020                        |                       | X           |
| 79 |               | BUS BENCHES ADV. - GOLD COAST                                                                                           | \$4,250.00             | \$4,250.00           | 0.00                                               | BILLING COMPLETE -NEXT BILL 12/1/19                        |                       | X           |
| 80 |               | BUS SHELTER ADVERTISEMENT - CLEAR CHANNEL                                                                               | \$3,570.00             | \$0.00               | 3,570.00                                           | **BAL PAST DUE 10/1/18                                     |                       |             |
| 81 | 108306EXS     | CORP DONATION - SCARLETT'S/JW LEE                                                                                       | \$12,000.00            | \$10,000.00          | 2,000.00                                           | MTHL Y @ \$1000 - NEXT BILL 8/2019                         |                       |             |
| 82 |               | FDOT-LIGHTING MAINTENANCE                                                                                               | \$22,064.00            | \$22,064.00          | 0.00                                               | BILLING COMPLETE -NEXT BILL 5/2020                         |                       | X           |
| 83 | 065100        | FPL FIBERNET- RIGHT OF WAY                                                                                              | \$2,000.00             | \$2,000.00           | 0.00                                               | BILLING COMPLETE -NEXT BILL 12/1/19                        |                       | X           |

As of 07/26/2019  
File Name: BTR - Billing Report 7-25-19 for Aug 2019.xls, By: MRG

**BILLING AND COLLECTIONS FOR 2018-2019**  
(REIMBURSEABLE EXPENSES, SPECIAL ASSESSMENTS AND OTHER COLLECTABLE FEES)

|    |                   |                                                    |                                                                                                           |                    |            |                                                                                 |   |
|----|-------------------|----------------------------------------------------|-----------------------------------------------------------------------------------------------------------|--------------------|------------|---------------------------------------------------------------------------------|---|
| 84 | 112403EX          | POLO CLUB - EXTENDED HRS LICENSE                   | \$14,000.00                                                                                               | \$0.00             | 14,000.00  | **BAL PAST DUE-(Two years)<br>Partial payment toward FY 16/17 - made on 4-13-17 |   |
| 85 | 108306EX          | SCARLETT'S - EXTENDED HRS LICENSE                  | \$5,000.00                                                                                                | \$5,000.00         | 0.00       | BILLING COMPLETE-NEXT BILL 9/1/19-(\$5,000 annually)                            | X |
| 86 | 118907R           | SHORELINE FOUNDATION-AGREEMT RT-A-WY               | \$609.25                                                                                                  | \$609.25           | 0.00       | BILLING COMPLETE -NEXT BILL 12/1/19                                             | X |
| 87 |                   | MAC'S TOWING                                       | \$10,000.00                                                                                               | \$10,000.00        | 0.00       | Billing complete (pymt recvd 8/28/19) Next bill 9/1/20                          | X |
| 88 | <b>FROM DEPTS</b> |                                                    |                                                                                                           |                    |            | <b>OOB/ADJUSTMENTS</b>                                                          |   |
| 89 | PUBLIC WKS        | FALSE ALARM BILLING                                | \$5,000.00                                                                                                | \$3,525.00         | \$1,475.00 | Total as of 7/25/19                                                             |   |
| 90 | CODE ENF          | PERMANENT RV FEES - estimate billing \$2,600       | \$2,175.00                                                                                                | \$2,175.00         | --         | Total as of 7/25/19                                                             |   |
| 91 |                   | <b>TOTAL BILLED OTHER COLLECTABLES-LINES 69-80</b> | <b>\$80,668.25</b>                                                                                        | <b>\$59,623.25</b> |            |                                                                                 |   |
| 92 |                   | <b>PROJECT</b>                                     | Working with Code to Collect Outstanding Renewals - 41* accounts from Fiscal Year 2018-2019 AS OF 7-25-19 |                    |            |                                                                                 |   |

\*correction



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Billing Report Update                                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | No fiscal impact - only a report update on account billing                                                                               |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |

OUTSTANDING RENEWALS FY 2018-2019  
AS OF JUNE 12, 2019

|    | Name                            | LocalAddress             | AcctNo    | Prior Yr(s) Balance<br>forward<br>N-No | brought<br>Y-Yes or<br>N-No | Registration with FL<br>Division of Corp.<br>A-Active, IA-Inactive or<br>NL-Not listed | Billing includes<br>Business Tax<br>Y-Yes or N-No |
|----|---------------------------------|--------------------------|-----------|----------------------------------------|-----------------------------|----------------------------------------------------------------------------------------|---------------------------------------------------|
| 1  | AUDIO VIDEO MD INC              | 2940COUNTRY CLUB LN      | 004888    | N                                      |                             | A                                                                                      | Y                                                 |
| 2  | ALASHAHOLIC                     | 3001 WHALL BCH BLVD, 306 | 004903C   | N                                      |                             | A                                                                                      | N                                                 |
| 3  | ALFREDO ORTIZ CUSTOM KITCHEN    | 2401 J PLYONS LN, C29    | 005040C   | Y                                      |                             | A                                                                                      | N                                                 |
| 4  | AMAZING EVENTS & RENTALS INC    | 2950-2952SW 30 AVE       | 007460    | N                                      |                             | A                                                                                      | Y                                                 |
| 5  | AMERSONS AUTOMOTIVE             | 5507 SW 25CT             | 009515    | N                                      |                             | NL                                                                                     | Y                                                 |
| 6  | THERESA CAMPBELL                | 5501 SW 33STREET, S      | 034262*N  | CLOSED ACCT                            |                             | NL                                                                                     | N                                                 |
| 7  | CHARLES IRONWORKS               | 3120 PEMB RD, 214        | 035930    | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 8  | JON CHISTYAKOV                  | 2401 J PLYONS LN, F24-26 | 037610    | Y                                      |                             | NL                                                                                     | Y                                                 |
| 9  | AAA CLOSEOUT NETWORK            | 2673 PARKLN              | 042625    | Y                                      |                             | NL                                                                                     | N                                                 |
| 10 | AAA CLOSEOUT NETWORK            | 2681 PARKLN              | 042626    | Y                                      |                             | NL                                                                                     | N                                                 |
| 11 | AAA INTERNATIONAL               | 2517 PARKLN              | 042675    | Y                                      |                             | A                                                                                      | N                                                 |
| 12 | ALEXAS M CROSSMAN               | 3924 SW 52AVE, 1         | 043350    | PAID-5/2019                            |                             | NL                                                                                     | N                                                 |
| 13 | DC DIVERSIFIED INC              | 3120 SW 19ST, 161        | 044150C*N | CLOSED ACCT                            |                             | IA                                                                                     | N                                                 |
| 14 | CARE ONE LOGISTICS              | 2657 -2665PARK LN        | 044250    | Y                                      |                             | NL                                                                                     | N                                                 |
| 15 | DEKA BUSINESS CORP              | 3120 PEMBRD, 226         | 045500C   | Y                                      |                             | A                                                                                      | N                                                 |
| 16 | DRE COUTURE                     | 2930 SW 30AVE, B         | 045660C   | Y                                      |                             | A                                                                                      | N                                                 |
| 17 | GQ GALLERY INC                  | 2930 SW 30AVE, K         | 046375    | Y                                      |                             | A                                                                                      | Y                                                 |
| 18 | DOCS, LLC                       | 3146 JPCURCI DR,3A-2     | 047070    | PAID -5/2019-BAL \$250                 |                             | A                                                                                      | Y                                                 |
| 19 | EXECUTIVE DIESEL                | 3154 PEMBRD              | 051263C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 20 | FLORIDA STORM SHUTTERS          | 3120 PEMBRD, 241         | 054825C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 21 | GALANTE STUDIO                  | 2649 PARK LN             | 066223*N  | CLOSED ACCT                            |                             | NL                                                                                     | N                                                 |
| 22 | GREALTY LLC                     | 3121W HALLBCH BLVD,103   | 066755    | N                                      |                             | A                                                                                      | Y                                                 |
| 23 | H & G QUALITY / AC CUSTOM       | 2565 PARKLN              | 067650C   | Y                                      |                             | NL                                                                                     | N                                                 |
| 24 | HAIR & MOUSTACHE BARBERSHOP     | 3948 PEMBRD, A           | 067751C*N | CLOSED ACCT                            |                             | IA                                                                                     | N                                                 |
| 25 | DAVID HENRIQUES                 | 3615 SW 52AVE, B103      | 068857    | PAID-7/10/19-CLOSED ACCT               |                             | NL                                                                                     | N                                                 |
| 26 | HOLYWOOD STYLE BEAUTY           | 3948 B PEMBRD            | 072600    | CLOSED ACCT                            |                             | A                                                                                      | Y                                                 |
| 27 | YOLANDA ULERIO                  | 3948 B PEMBRD            | 072600A   | CLOSED ACCT                            |                             | A                                                                                      | Y                                                 |
| 28 | ICE CREAM TIME / GIG ICE CREAM* | 3130 PEMB RD, 422        | 074515    | PAID-4/2019-BAL \$250 WAIVED           |                             | A                                                                                      | Y                                                 |
| 29 | IMARINE DISTRIBUTORS LLC        | 3130 PEMBRD, 342         | 075300    | N                                      |                             | A                                                                                      | Y                                                 |
| 30 | J.R. METAL ORNAMENTAL INC       | 1851 SW 31AVE            | 078658    | PAID-5/2019                            |                             | A                                                                                      | Y                                                 |
| 31 | JUST INSURANCE BROKERS          | 4520 WHALL BCH BLVD, 4   | 081600    | PAID-6/27/19-BAL \$500                 |                             | NL                                                                                     | Y                                                 |
| 32 | YELENA KHALIF                   | 3864 SW 48 AVE           | 083550    | PAID-5/2019                            |                             | NL                                                                                     | N                                                 |
| 33 | KING OF QUARTZ AND GRANITE INC  | 1802 SW 31AVE            | 083725C   | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 34 | LA ESTANCIA TOWNHOMES           | 5401-5465SW 41 ST        | 084700    | PAID-7/5/19                            |                             | NL                                                                                     | N                                                 |
| 35 | POINT OF GRACE CHRISTIAN SCHOOL | 3610 SW 48AVE            | 085301    | Y                                      |                             | NL                                                                                     | N                                                 |
| 36 | LIFT MASTERS & EQUIPMENT        | 3130 SW 19ST, 461        | 086100    | PAID-5/2019-BAL \$250                  |                             | A                                                                                      | Y                                                 |
| 37 | LUIS TOLENTINO                  | 2401 J PLYONS LN, A23    | 088000    | Y                                      |                             | NL                                                                                     | N                                                 |
| 38 | RICHARD ROBINSON                | 3944 SW 48AVE            | 091250    | PAID-4/2019                            |                             | NL                                                                                     | N                                                 |
| 39 | MEDICAL TRANSPORTATION SVCS     | 2061 SW 31AVE            | 092000    | Y                                      |                             | NL                                                                                     | Y                                                 |
| 40 | PETER MEIKLE                    | 2401 J PLYONS LN, B9-10  | 092102    | Y                                      |                             | NL                                                                                     | N                                                 |
| 41 | MORGAN WINE & SPIRITS DIST      | 2069 SW 31AVE            | 094840    | CLOSED ACCT                            |                             | NL                                                                                     | Y                                                 |
| 42 | MOVING SERVICES INC             | 2617 / 2625PARK LN       | 094912    | Y                                      |                             | A                                                                                      | N                                                 |
| 43 | NEW VUE OPTICAL LLC             | 4520 WHALL BCH BLVD, 8   | 098450    | PAID-4/2019                            |                             | A                                                                                      | Y                                                 |
| 44 | NEVILLE SHEPHERD LLC            | 3130 PEMBRD, 404         | 099700    | Y                                      |                             | A                                                                                      | Y                                                 |
| 45 | A TO Z MARKETING                | 1869 SW 31AVE            | 101329    | Y                                      |                             | IA                                                                                     | Y                                                 |

OUTSTANDING RENEWALS FY 2018-2019  
AS OF JUNE 12, 2019

|    |                                   |                                                                                  |           |                          |  |  |    |         |    |
|----|-----------------------------------|----------------------------------------------------------------------------------|-----------|--------------------------|--|--|----|---------|----|
| 46 | OCHI PROPERTIES LLC               | 2863 S PARKRD                                                                    | 101340C   | Y                        |  |  | A  |         | N  |
| 47 | PLAZA OF HALLANDALE BEACH         | 3535 SW 52AVE                                                                    | 101503    | PAID 5/2019              |  |  | NL |         | Y  |
| 48 | ORA'S CABINETS                    | 2401 JPLYONS LN, B25-26                                                          | 101575C   | Y                        |  |  | NL |         | N  |
| 49 | RESIDENT                          | 4805 SW 41 ST, #207                                                              | 105852    | PAID 6/2019              |  |  | NL |         | N  |
| 50 | PRINTOPIA, LLC                    | 2260 SW 30AVE                                                                    | 110600    | PAID 11/2018-BAL \$31.03 |  |  | A  |         | Y  |
| 51 | R.S. TRADING CO                   | 2673 S PARKLN                                                                    | 112923    | Y                        |  |  | IA |         | Y  |
| 52 | DANIEL REIDER                     | 3848 SW 48AVE                                                                    | 113320    | N                        |  |  | NL |         | N  |
| 53 | RENOVAC CORP                      | 311 LONEPINE LANE                                                                | 113700    | PAID-4/2019              |  |  | A  |         | Y  |
| 54 | ROODY JEAN GILLES CABINETRY       | 3120 PEMBRD, 234-235                                                             | 113990C   | Y                        |  |  | NL |         | N  |
| 55 | IRRIINGTON ROBERTS                | 3840 SW 48AVE, C-21                                                              | 114545    | CLOSED ACCT              |  |  | NL |         | N  |
| 56 | ISAIAS ROLENDER                   | 2544 SW 30AVE                                                                    | 114600    | PAID-4/2019              |  |  | NL |         | N  |
| 57 | WILFORD SAMUEL                    | 2350 S PARKRD, 205                                                               | 116205    | Y                        |  |  | NL |         | N  |
| 58 | DAVIS SCHENLEY                    | 611 MARINE DR, 422                                                               | 116725    | PAID-4/2019              |  |  | NL |         | N  |
| 59 | MORRISON, ANGELA                  | 3722 SW 52AVE, 108                                                               | 118783    | PAID-5/2019              |  |  | NL |         | N  |
| 60 | SOOK PAINT & BODY SHOP LLC        | 2311 J P LYONS LN                                                                | 120306    | PAID-BAL 285.00          |  |  | A  |         | Y  |
| 61 | SOUTH FL CONSTRUCTION &           | 2400 SW 30AVE, C                                                                 | 120400    | PAID-4/2019-BAL \$390    |  |  | A  |         | N  |
| 62 | WASTE SVCS. OF FLORIDA INC        | VARIOUS AREAS                                                                    | 120950RM  | Y                        |  |  | NL |         | Y  |
| 63 | STIRLING WHOLESAL MEAT            | 2665 S PARKRD                                                                    | 122717    | N                        |  |  | IA |         | Y  |
| 64 | SUBWAY #34960                     | 3930 PEMBRD                                                                      | 122950    | PAID-5/2019              |  |  | A  |         | Y  |
| 65 | TAJ FASHION                       | 2930 SW 30AVE, K&L                                                               | 125610    | N                        |  |  | A  |         | Y  |
| 66 | TEAM MARKETING GROUP, INC         | 3107 WHALL BCH BLVD, 3                                                           | 125684    | N                        |  |  | IA |         | Y  |
| 67 | TRAUPE RESIDENCE                  | 3841 SW 52AVE, 108                                                               | 126992    | Y                        |  |  | NL |         | N  |
| 68 | V & L DEBT RELIEF AND SVCS., INC. | 4500 WHALL BCH BLVD                                                              | 130380    | N                        |  |  | A  |         | Y  |
| 69 | WAL-MART STORES #1996             | 3898 PEMBRD                                                                      | 132776    | PAID 10/2018- BAL \$22   |  |  | A  |         | Y  |
| 70 | WATERMAN PLUMBING                 | 3120 SW 19 ST, 153                                                               | 132850C   | PAID 5/2019-ADJ BAL      |  |  | NL |         | N  |
| 71 | WORLD STAR ENTERPRISES INC        | 3121 W HALL BCH BLVD, 108                                                        | 135200    | N                        |  |  | A  |         | Y  |
| 72 | JASMIN ANN SUTHERLAND             | 3750 SW 48 AVE, 105                                                              | 137724    | CLOSED ACCT              |  |  | NL |         | N  |
| 73 | PEMBROKE PK CHURCH OF CHRIST      | The following accounts are other billing that were mailed with renewals FY 18-19 |           |                          |  |  |    |         |    |
| 74 | THE POLO CLUB, INC.               | 3707 SW 56 AVE                                                                   | 105800B   | Y                        |  |  | A  |         | N  |
| 75 | THE POLO CLUB, INC                | 5590 W HALL BCH BLVD                                                             | 112403EX  | Y                        |  |  | A  |         | N  |
| 75 | *CORRECTION                       | 5590 W HALL BCH BLVD                                                             | 112403EXA | Y                        |  |  | A  |         | N  |
|    |                                   | Total # of accounts with balance from previous year                              | 29        |                          |  |  | 34 | # Y-BTR | 34 |
|    |                                   | Total # of accounts outstanding                                                  | 41        |                          |  |  | 6  | #N-BTR  | 41 |
|    |                                   |                                                                                  |           |                          |  |  | 35 |         |    |







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator *MRG*

DATE: April 29, 2019

RE: Inactive Customers as of September 30, 2018

The attached listing includes customer accounts that are no longer active in the Town of Pembroke Park, based on information provided to the Business and/or Billing Department. These accounts include alarm registration, certificate of use, signs, business tax receipts, penalties (late charge / interest on past due accounts), inspections and false alarm. Please be aware that most of these fees are renewals, except for inspections (Building, Fire inspections and Annual fire inspections) and false alarms. The inspection and/or false alarm fees are for services performed; therefore I am recommending that these fees be recorded as collectable debt, which is due to the Town. After being removed from our current receivables, this collectable debt could be sent to a collection agency. Please be aware that at the current time there is no policy or procedure to handle outstanding debt or credit balances for inactive accounts.

### Inactive Customers Balances As of Sept. 30, 2018 Break-Down by Fee Categories

| Type of Fee                                  | Amount             |
|----------------------------------------------|--------------------|
| Alarm Registration                           | \$505.17           |
| Certificate of Use                           | \$4,692.13         |
| Signs                                        | \$230.00           |
| Business Tax Receipts                        | \$12,516.31        |
| Penalties and Misc. Charges                  | \$20,517.62        |
| <b>Sub-Total</b>                             | <b>\$38,461.23</b> |
| <b>-Collectable Debt-</b>                    |                    |
| Annual Fire Department Inspection            | \$23,825.00        |
| Building Dept. Inspection Fee - Business Tax | \$125.00           |
| Building Re-inspection Fee                   | \$754.00           |
| Fire Dept. Inspection Fee – Business Tax     | \$5,055.00         |
| Fire Re-inspection Fee                       | \$265.00           |
| False Alarm Fees                             | \$2,500.00         |
| <b>Sub-Total</b>                             | <b>\$32,524.00</b> |
| <b>Grand- Total</b>                          | <b>\$70,985.23</b> |

Cc: Natasha Joseph, Administrative Services Director



### Detail Report for Customers with Non Zero Balance As of 09/30/18

| Line #                                                                        | Customer Number | App ID | Total Owed   | Line # | Customer Number | App ID | Total Owed |
|-------------------------------------------------------------------------------|-----------------|--------|--------------|--------|-----------------|--------|------------|
| <b>The following customer accounts were in-active in fical year 2017/2018</b> |                 |        |              |        |                 |        |            |
| 1                                                                             | 000905*N        | 78844  | \$546.21     | 51     | 046975*N        | 79953  | \$210.00   |
| 2                                                                             | 004900*N        | 77581  | \$87.57      | 52     | 047050*N        | 78241  | \$412.40   |
| 3                                                                             | 004909*N        | 77582  | \$245.00     | 53     | 048505*N        | 78480  | \$25.00    |
| 4                                                                             | 004910*N        | 80763  | \$452.50     | 54     | 048510*N        | 83743  | \$131.25   |
| 5                                                                             | 005040A*N       | 79117  | \$844.77     | 55     | 048535*N        | 78005  | \$200.00   |
| 6                                                                             | 005043*N        | 78877  | \$575.96     | 56     | 048645*N        | 81772  | \$480.00   |
| 7                                                                             | 005700*N        | 78158  | \$12.50      | 57     | 048650*N        | 78359  | \$320.00   |
| 8                                                                             | 007850*N        | 78683  | \$102.35     | 58     | 048680*N        | 79932  | \$105.00   |
| 9                                                                             | 007853*N        | 79049  | \$250.00     | 59     | 049956*N        | 78940  | \$525.00   |
| 10                                                                            | 007854*N        | 77587  | \$245.00     | 60     | 049960*N        | 81547  | \$88.00    |
| 11                                                                            | 008750*N        | 78183  | \$85.00      | 61     | 050050C*N       | 83102  | \$183.15   |
| 12                                                                            | 008900*N        | 83814  | \$305.00     | 62     | 050308*N        | 77664  | \$99.32    |
| 13                                                                            | 012005*N        | 79353  | \$193.46     | 63     | 050928*N        | 77920  | \$85.00    |
| 14                                                                            | 013475*N        | 79082  | \$255.00     | 64     | 050953*N        | 78618  | \$1,317.90 |
| 15                                                                            | 013500*N        | 79114  | (\$1,103.13) | 65     | 051250*N        | 78459  | \$12.88    |
| 16                                                                            | 013505*N        | 79770  | \$1,103.13   | 66     | 051255*N        | 78362  | \$414.22   |
| 17                                                                            | 015800*N        | 79215  | \$613.06     | 67     | 051267C*N       | 83920  | \$160.00   |
| 18                                                                            | 016650*N        | 78236  | \$85.00      | 68     | 051500*N        | 77494  | \$660.00   |
| 19                                                                            | 017410*N        | 79032  | \$775.00     | 69     | 052520*N        | 77574  | \$494.19   |
| 20                                                                            | 017851*N        | 78449  | \$370.00     | 70     | 052575*N        | 78374  | \$287.70   |
| 21                                                                            | 017900*N        | 78809  | \$85.00      | 71     | 053270*N        | 83697  | \$105.00   |
| 22                                                                            | 019733*N        | 78808  | \$413.99     | 72     | 053360*N        | 78701  | \$462.37   |
| 23                                                                            | 020650*N        | 78924  | \$545.31     | 73     | 053370*N        | 78015  | \$36.06    |
| 24                                                                            | 020704*N        | 78312  | \$85.00      | 74     | 053550*N        | 80910  | \$441.00   |
| 25                                                                            | 020800*N        | 79151  | \$732.50     | 75     | 054555*N        | 79084  | \$320.00   |
| 26                                                                            | 022303*N        | 77619  | \$405.00     | 76     | 054600*N        | 78233  | \$405.00   |
| 27                                                                            | 024500*N        | 78521  | (\$2.62)     | 77     | 054650*N        | 78343  | \$400.00   |
| 28                                                                            | 034108*N        | 77627  | \$78.75      | 78     | 064195*N        | 79127  | \$315.63   |
| 29                                                                            | 034263*N        | 79028  | \$1,469.32   | 79     | 065275*N        | 82125  | \$10.00    |
| 30                                                                            | 034270*N        | 77571  | \$893.76     | 80     | 065375*N        | 78672  | \$630.00   |
| 31                                                                            | 034285*N        | 78623  | \$745.00     | 81     | 065400*N        | 78149  | \$61.44    |
| 32                                                                            | 034400*N        | 78328  | \$85.00      | 82     | 065495*N        | 78890  | \$2.14     |
| 33                                                                            | 035019*N        | 77629  | \$78.75      | 83     | 065498C*N       | 82519  | \$280.00   |
| 34                                                                            | 035720*N        | 79058  | \$310.54     | 84     | 066210C*N       | 83089  | \$160.00   |
| 35                                                                            | 035750*N        | 79174  | \$100.80     | 85     | 066743*N        | 78278  | \$145.00   |
| 36                                                                            | 037630*N        | 78284  | \$160.00     | 86     | 066900*N        | 79092  | \$377.43   |
| 37                                                                            | 040900*N        | 79099  | \$298.75     | 87     | 066920*N        | 78658  | \$471.88   |
| 38                                                                            | 042400*N        | 79013  | \$50.00      | 88     | 067750*N        | 77693  | \$829.23   |
| 39                                                                            | 042640*N        | 79548  | \$51.50      | 89     | 068840*N        | 78151  | \$160.00   |
| 40                                                                            | 042650*N        | 78010  | \$400.00     | 90     | 068870*N        | 78082  | \$355.00   |
| 41                                                                            | 043375*N        | 82524  | \$160.00     | 91     | 070302*N        | 77696  | \$19.68    |
| 42                                                                            | 043400*N        | 77501  | \$722.50     | 92     | 072700C*N       | 79155  | \$370.00   |
| 43                                                                            | 043630C*N       | 78564  | \$160.00     | 93     | 073650*N        | 78628  | \$200.00   |
| 44                                                                            | 044725*N        | 78838  | \$446.88     | 94     | 073900*N        | 78002  | \$250.00   |
| 45                                                                            | 045630*N        | 78314  | \$160.00     | 95     | 074516*N        | 82518  | \$405.00   |
| 46                                                                            | 046220*N        | 78491  | \$485.00     | 96     | 074520*N        | 78463  | \$10.00    |
| 47                                                                            | 046230*N        | 78131  | \$95.00      | 97     | 076180*N        | 78678  | \$157.50   |
| 48                                                                            | 046350*N        | 77649  | \$58.75      | 98     | 076750*N        | 77537  | \$893.76   |
| 49                                                                            | 046450*N        | 77986  | \$102.34     | 99     | 077010*N        | 78050  | (\$105.00) |
| 50                                                                            | 046475*N        | 78169  | \$918.76     | 100    | 077020*N        | 80727  | \$157.50   |



# **Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |           |       |                   |
|-----|-----------|-------|-------------------|
| 101 | 077050*N  | 78363 | <b>\$321.34</b>   |
| 102 | 077200*N  | 78202 | <b>(\$26.25)</b>  |
| 103 | 077525*N  | 78867 | <b>\$250.00</b>   |
| 104 | 078730*N  | 78945 | <b>\$255.00</b>   |
| 105 | 079200*N  | 79134 | <b>\$415.00</b>   |
| 106 | 080250*N  | 79027 | <b>\$171.25</b>   |
| 107 | 083290*N  | 80672 | <b>\$402.50</b>   |
| 108 | 083294C*N | 83919 | <b>\$160.00</b>   |
| 109 | 083295*N  | 78673 | <b>\$500.00</b>   |
| 110 | 083296*N  | 78515 | <b>\$370.00</b>   |
| 111 | 083297*N  | 79089 | <b>\$85.00</b>    |
| 112 | 083700*N  | 79216 | <b>\$250.00</b>   |
| 113 | 084800*N  | 78571 | <b>\$200.00</b>   |
| 114 | 085345*N  | 78581 | <b>\$515.00</b>   |
| 115 | 088300*N  | 81239 | <b>\$230.60</b>   |
| 116 | 088510*N  | 79998 | <b>\$210.00</b>   |
| 117 | 089108*N  | 77735 | <b>\$150.00</b>   |
| 118 | 089140*N  | 78930 | <b>\$643.75</b>   |
| 119 | 089500*N  | 82431 | <b>\$157.50</b>   |
| 120 | 090003*N  | 79713 | <b>\$10.00</b>    |
| 121 | 090005*N  | 78568 | <b>\$183.14</b>   |
| 122 | 090006*N  | 78818 | <b>\$630.00</b>   |
| 123 | 090020*N  | 78508 | <b>\$157.50</b>   |
| 124 | 090470*N  | 78705 | <b>\$170.00</b>   |
| 125 | 090490*N  | 80375 | <b>\$44.44</b>    |
| 126 | 090550*N  | 78620 | <b>\$85.00</b>    |
| 127 | 090580*N  | 78220 | <b>\$450.00</b>   |
| 128 | 090597*N  | 82252 | <b>\$285.00</b>   |
| 129 | 090675*N  | 80576 | <b>\$457.88</b>   |
| 130 | 090700*N  | 78516 | <b>\$283.50</b>   |
| 131 | 090775*N  | 80749 | <b>\$682.50</b>   |
| 132 | 090800*N  | 78199 | <b>\$200.00</b>   |
| 133 | 094035*N  | 81924 | <b>\$545.31</b>   |
| 134 | 094040*N  | 78886 | <b>\$85.00</b>    |
| 135 | 094045*N  | 81957 | <b>\$161.00</b>   |
| 136 | 094050*N  | 78140 | <b>\$250.00</b>   |
| 137 | 094645*N  | 78059 | <b>\$245.00</b>   |
| 138 | 094655*N  | 78081 | <b>\$157.50</b>   |
| 139 | 094845*N  | 80020 | <b>\$446.88</b>   |
| 140 | 094850*N  | 79198 | <b>\$85.00</b>    |
| 141 | 094880*N  | 83285 | <b>\$54.41</b>    |
| 142 | 095600*N  | 78043 | <b>\$328.13</b>   |
| 143 | 097000*N  | 78043 | <b>\$0.00</b>     |
| 144 | 098125*N  | 78371 | <b>\$358.48</b>   |
| 145 | 099455*N  | 80762 | <b>\$220.00</b>   |
| 146 | 099460*N  | 78557 | <b>\$160.00</b>   |
| 147 | 099475*N  | 79008 | <b>\$1,082.76</b> |
| 148 | 101300C*N | 83087 | <b>\$160.00</b>   |
| 149 | 101312*N  | 77751 | <b>\$2,259.28</b> |
| 150 | 101315*N  | 79060 | <b>\$277.42</b>   |

|     |           |       |                   |
|-----|-----------|-------|-------------------|
| 151 | 101320*N  | 80064 | <b>\$313.05</b>   |
| 152 | 103225C*N | 79161 | <b>\$115.00</b>   |
| 153 | 103627*N  | 79199 | <b>\$65.63</b>    |
| 154 | 105000*N  | 78868 | <b>\$250.00</b>   |
| 155 | 106810*N  | 78157 | <b>\$665.00</b>   |
| 156 | 107089*N  | 78662 | <b>\$85.00</b>    |
| 157 | 108150*N  | 79189 | <b>\$160.00</b>   |
| 158 | 108315*N  | 78083 | <b>\$105.00</b>   |
| 159 | 108601*N  | 77946 | <b>\$330.00</b>   |
| 160 | 110080*N  | 77912 | <b>\$95.00</b>    |
| 161 | 110140*N  | 82510 | <b>\$317.81</b>   |
| 162 | 110625*N  | 78090 | <b>\$250.00</b>   |
| 163 | 110750*N  | 77779 | <b>\$160.00</b>   |
| 164 | 110880*N  | 78056 | <b>\$150.00</b>   |
| 165 | 111400*N  | 78558 | <b>\$160.00</b>   |
| 166 | 111506*N  | 78060 | <b>\$250.00</b>   |
| 167 | 112850*N  | 77957 | <b>\$500.00</b>   |
| 168 | 112950*N  | 84076 | <b>\$131.25</b>   |
| 169 | 113470C*N | 83103 | <b>\$160.00</b>   |
| 170 | 114540*N  | 78210 | <b>\$200.00</b>   |
| 171 | 114557*N  | 79048 | <b>\$536.60</b>   |
| 172 | 114558*N  | 78806 | <b>\$170.00</b>   |
| 173 | 115500*N  | 81883 | <b>\$235.00</b>   |
| 174 | 116100*N  | 77991 | <b>\$184.96</b>   |
| 175 | 116500*N  | 78273 | <b>\$200.00</b>   |
| 176 | 116660*N  | 78091 | <b>\$157.50</b>   |
| 177 | 117050*N  | 77809 | <b>\$22.84</b>    |
| 178 | 118400*N  | 83659 | <b>\$105.00</b>   |
| 179 | 118875*N  | 78829 | <b>\$85.00</b>    |
| 180 | 118925*N  | 77558 | <b>\$435.00</b>   |
| 181 | 118925A*N | 77559 | <b>\$1.00</b>     |
| 182 | 118950*N  | 78143 | <b>\$30.17</b>    |
| 183 | 119175*N  | 79568 | <b>\$325.00</b>   |
| 184 | 119500*N  | 78200 | <b>\$160.00</b>   |
| 185 | 120970*N  | 82354 | <b>\$481.00</b>   |
| 186 | 122715*N  | 77828 | <b>\$175.00</b>   |
| 187 | 123350*N  | 81527 | <b>\$160.00</b>   |
| 188 | 125150*N  | 78085 | <b>\$335.00</b>   |
| 189 | 125400*N  | 79047 | <b>\$85.00</b>    |
| 190 | 125608*N  | 77959 | <b>\$250.00</b>   |
| 191 | 125660*N  | 82557 | <b>\$598.86</b>   |
| 192 | 125685*N  | 78250 | <b>\$285.00</b>   |
| 193 | 125900*N  | 79018 | <b>\$640.00</b>   |
| 194 | 125972*N  | 78153 | <b>\$245.00</b>   |
| 195 | 126200*N  | 78514 | <b>\$1,006.56</b> |
| 196 | 126550*N  | 79145 | <b>\$745.00</b>   |
| 197 | 126590*N  | 81143 | <b>\$420.00</b>   |
| 198 | 126880*N  | 77897 | <b>\$250.00</b>   |
| 199 | 126910*N  | 79062 | <b>\$277.42</b>   |
| 200 | 126919*N  | 82377 | <b>\$410.00</b>   |

**Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |              |              |                    |
|-----|--------------|--------------|--------------------|
| 201 | 126920*N     | 77930        | \$906.26           |
| 202 | 126985*N     | 78346        | \$381.25           |
| 203 | 126995*N     | 78863        | \$512.50           |
| 204 | 128102*N     | 77847        | \$335.00           |
| 205 | 128400*N     | 77557        | \$250.00           |
| 206 | 128800*N     | 78193        | \$85.00            |
| 207 | 129340*N     | 80285        | \$161.00           |
| 208 | 129560*N     | 77500        | \$312.50           |
| 209 | 129580*N     | 83660        | \$105.00           |
| 210 | 129810*N     | 78615        | \$250.00           |
| 211 | 130458*N     | 78548        | \$170.00           |
| 212 | 130464*N     | 79110        | \$370.00           |
| 213 | 130473*N     | 77992        | \$285.00           |
| 214 | 130474*N     | 77993        | \$285.00           |
| 215 | 130942*N     | 77887        | \$160.00           |
| 216 | 130975*N     | 77552        | \$240.00           |
| 217 | 131602*N     | 80812        | \$10.00            |
| 218 | 132100*N     | 78651        | \$280.00           |
| 219 | 132750-C17*N | 77929        | \$160.00           |
| 220 | 132785*N     | 78072        | \$160.00           |
| 221 | 132900*N     | 78448        | \$85.00            |
| 222 | 133200C*N    | 83117        | \$160.00           |
| 223 | 133475*N     | 78171        | \$236.25           |
| 224 | 133825*N     | 77994        | \$277.42           |
| 225 | 133900*N     | 78807        | \$245.00           |
| 226 | 134008*N     | 77858        | \$1,493.01         |
| 227 | 134150*N     | 78357        | \$22.84            |
| 228 | 134200*N     | 77995        | \$245.00           |
| 229 | 134750*N     | 78194        | \$85.00            |
| 230 | 137400*N     | 77534        | \$160.00           |
| 231 | 137450*N     | 80522        | \$190.00           |
| 232 | 137450A*N    | 80563        | \$1.00             |
| 233 | 137512*N     | 78307        | \$1,570.68         |
| 234 | 137514*N     | 77563        | \$210.00           |
| 235 | 137725*N     | 79352        | \$119.46           |
| 236 | 97059*N      | 78883        | \$340.00           |
|     |              | <b>Total</b> | <b>\$70,985.23</b> |







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Update on Public Information Request                                                                                                     |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Reviewed by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | None                                                                                                                                     |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney

FROM: Michelle R. Grooms, Administration Department Assistant *MG*

DATE: July 25, 2019

RE: Update on Public Information Request

The following information is in response to a discussion, during the Commission Meeting, on the status of public information request. The following is a list of request that I have received and notified of Deputy Town Clerk for processing.

| Date Request Received | Dept/Description of Request                                                                                        | Status                                                 |
|-----------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 07/14/2019            | Public Wks-Pending request for Utility Records, maps and project on SW 38 Ave.                                     | Completed 7/24/19                                      |
| 07/10/2019            | Business Tax - Pending request for 3 to 5 years billing and payments info for Polo Club Inc.                       | Completed 7/10/19                                      |
| 07/05/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 & 18/19 (est. 7/5/19) -from Career Source Broward | Completed 7/5/19 - Sent to customer 7-22-19            |
| 07/03/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 (est. 7/5/19) -from Davie/CC Chamber of Commerce  | Completed 7/3/19                                       |
| 06/24/2019            | Clerk's Office - Natasha call Sely -Broward League regarding county signature page for agreement. (Est. 6/21/19)   | Clerk's Office responded Info still pending.           |
| 06/24/2019            | Building Dept.- Pending request for floor plan @ 3300 Country Club Ln                                              | Building Dept completed the request on 7/8/19.         |
| 06/18/2019            | Clerk's Office-Natasha pending request from Auditors-list of resolutions (Est. 6/21/19)                            | Clerk's Office sent documents some info still pending. |

Cc: Natasha Joseph, Administrative Services Director





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Sign Variance Credit Balances                                                                                                  |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | Reduce account receivable balances                                                                                                       |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Refund credit balance of completed/inactive sign variances.                                                                              |
| Additional Action Needed:                         | Need policy on how to handle completed/inactive accounts with balances.                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director  
FROM: Michelle R. Grooms, Business Tax and Billing Administrator   
DATE: April 30, 2019  
RE: Credit Balance for Sign Variances

The following information is in response to a discussion, during the Commission Meeting, on sign variance accounts with credit balances. The attached list shows the sign variances that are complete and have credit balances. Prior to April 2019, sign variance accounts were marked inactive active when the billing was complete; but a completion inspection is needed to close out the account. On April 24, 2019, each sign variance account was closed out with a completion inspection. As a result these accounts credits can be processed for refund or applied to pending balances due.

The attached list must be approved by the Town Commission before the refunds and/or credit can be processed.

Cc: Natasha Joseph, Administrative Services Director

**List of Sign Variances with Credit Balances in the System as of 4/23/19**

The following accounts have been billed and are complete.

The remaining credit balances are available for refund.

| Line #                          | Customer # | Business Name                      | App ID | Total Owed          | Local Address        |
|---------------------------------|------------|------------------------------------|--------|---------------------|----------------------|
| 1                               | 008109SV   | PEMBROKE GUN RANGE                 | 79078  | (\$100.00)          | 3140 PEMB RD         |
| 2                               | 037105SV1  | CHECKERS - SIGN VAR                | 83969  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 3                               | 037105SV2  | CHECKERS - SIGN VAR                | 83970  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 4                               | 047075SV   | DOCTORS TOY STORE                  | 78121  | (\$180.00)          | 2512 SW 30 AVE       |
| 5                               | 067511SV   | NOT JUST CARPET-SIGN VAR           | 78934  | (\$340.00)          | 3020 SW 30 AVE       |
| 6                               | 067511SV2  | NOT JUST CARPET                    | 77572  | (\$180.00)          | 3020 SW 30 AVE       |
| 7                               | 073600SV   | HOUSE OF KABOB-SIGN VAR            | 83133  | (\$100.00)          | 3153 HALL BCH BLVD   |
| 8                               | 085302SV   | TRINITY BROADCASTING OF FL         | 88988  | (\$250.00)          | 3300 PEMB RD         |
| 9                               | 088400SV   | M.M. YUKA PARIS, LLC-SIGN VAR      | 77515  | (\$300.00)          | 2930 SW 30 AVE, D    |
| 10                              | 094650SV   | MODERN MIAMI-SIGN VAR              | 77925  | (\$180.00)          | 2050 SW 30 AVE       |
| 11                              | 099455SV   | CRICKET WIRELESS-SIGN VAR          | 83135  | (\$300.00)          | 4520 HALL BCH BLVD   |
| 12                              | 105901SV   | PEMBROKE PARK WAREHOUSES-SIGN VAR  | 77538  | (\$60.00)           | 3150 PEMB RD         |
| 13                              | 105901SV2  | PEMBROKE PK WAREHOUSES- SIGN VAR   | 83136  | (\$180.00)          | 3150 PEMB RD         |
| 14                              | 106706SV   | PEOPLES PAWN & JEWELRY-SIGN VAR    | 89053  | (\$250.00)          | 2910 SW 30 AVE       |
| 15                              | 107080SV   | TOP KITCHEN-SIGN VAR               | 83138  | (\$60.00)           | 2500 SW 30 AVE       |
| 16                              | 108306SV3  | J.W. LEE, INC /SCARLETT'S          | 82834  | (\$250.00)          | 2920 SW 30 AVE       |
| 17                              | 108308SV   | J.W. LEE PROPERTIES LLC - SIGN VAR | 77967  | (\$60.00)           | 2952 SW 30 AVE       |
| 18                              | 110137SV   | WPLG, INC (CHANNEL 10)-SIGN VAR    | 82487  | (\$300.00)          | 3401 W HALL BCH BLVD |
| 19                              | 110137SV2  | WPLG, INC (CHANNEL 10) - SIGN VAR  | 83563  | (\$340.00)          | 3401 W HALL BCH BLVD |
| 20                              | 112350SV   | RACETRAC #491-SIGN VAR             | 78234  | (\$150.00)          | 3031 W HALL BCH BLVD |
| 21                              | 116010SV   | SAFELITE AUTO GLASS-SIGN VAR       | 78376  | (\$220.00)          | 3205 SW 22 ST        |
| 22                              | 121859SV   | SPICE OF LIFE - SIGN VAR           | 83618  | (\$200.00)          | 2940 SW 30 AVE, 1-2  |
| 23                              | 122605SV   | PEMBROKE PARK OWNER LLC - SIGN VAR | 82919  | (\$150.00)          | 1781 S PARK RD       |
| 24                              | 126870SV   | TERZANI USA, INC - SIGN VAR        | 88700  | (\$250.00)          | 2501 SW 56 AVE       |
| 25                              | 133730SV   | WHEAT CAPITAL MGMT-SIGN VAR        | 83140  | (\$100.00)          | 2801 J P LYONS LN    |
| 26                              | 65525SV    | FULL SVC PAIN MGMT-SIGN VAR        | 83143  | (\$207.50)          | 3107 W HALL BCH BLVD |
| 27                              | 70500SV    | TOM HOGAN                          | 83144  | (\$100.00)          | 3002 W HALL BCH BLVD |
| <b>Sub-Total for Line #1-27</b> |            |                                    |        | <b>(\$5,507.50)</b> |                      |

The following accounts have been billed and are complete.

Please note: That the following account holders have other fees due to the Town -the credit should be applied to the fees due.

| Line #                           | Customer # | Business Name                    | App ID | Total Owed          | Local Address      |
|----------------------------------|------------|----------------------------------|--------|---------------------|--------------------|
| 28                               | 024150SV   | BSH PROPERTY LLC - SIGN VAR      | 83129  | (\$100.00)          | 4520 HALL BCH BLVD |
| *                                | 024170S    | AVI SHLOMO COMMERCIAL CTR - SITE |        |                     |                    |
|                                  |            | BSH PROPERTY LLC                 | 83316  | \$3,630.96          | 2991 SW 32 AVE     |
| 29                               | 049956SV   | ELEGANT HOUSE - SIGN VAR         | 78077  | (\$260.00)          | 1960 SW 30 AVE     |
|                                  | 049956*N   | ELEGANT HOUSE                    | 78940  | \$525.00            | 1960 SW 30 AVE     |
| 30                               | 067750SV   | MULTIMEDIA INNOVATIONS-SIGN VAR  | 79195  | (\$140.00)          | 2250 SW 30 AVE     |
|                                  | 067750*N   | MULTIMEDIA INNOVATIONS           | 77693  | \$829.23            | 2250 SW 30 AVE     |
| 31                               | 094500SV   | MITECH TECHNOLOGY - SIGN VAR     | 87584  | (\$100.00)          | 2520 SW 30 AVE     |
|                                  | 094500     | EYERIDE / MITECH TECHNOLOGY      | 81328  | \$50.00             | 2520 SW 30 AVE     |
| <b>Sub-Total for Line #28-31</b> |            |                                  |        | <b>(\$600.00)</b>   |                    |
| <b>Grand Total</b>               |            |                                  |        | <b>(\$6,107.50)</b> |                    |

\*corrected total





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Update on Status of Minutes                                                                                                              |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Reviewed by:                                      | Name & Title: Michelle Grooms, Administration Department Assistant                                                                       |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachment                                                                                                                           |
| Fiscal Impact:                                    | None                                                                                                                                     |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | None                                                                                                                                     |
| Additional Action Needed:                         | None                                                                                                                                     |





# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney  
FROM: Michelle R. Grooms, Administration Department Assistant *mg*  
DATE: July 25, 2019  
RE: Update on Status of Minutes

The following information is in response to a discussion, during the Commission Meeting, on the status of minutes per Town Attorney letter dated 5/17/19. The Town Commission approved the hiring of a temporary legal secretary from SNI Staffing Now. SNI Staffing sent Ms. Erica Carter to begin work on June 17, 2019. So far Ms. Carter has completed the following minutes.

### **Completed between June 17, 2019- June 30, 2019**

06-29-2018 (AMENDED) Regular Commission Meeting Minutes.docx  
07-06-2018 (AMENDED) Special Commission Meeting Minutes.docx  
07-13-2018 Special Commission Meeting Minutes.docx  
07-16-2018 Special Commission Meeting Minutes.docx  
07-23-2018 Special Planning and Zoning Board Meeting Minutes.docx  
07-24-2018 Special Commission Meeting Minutes.docx  
08-08-2018 Regular Commission Meeting Minutes.docx

### **Completed between July 1, 2019 – July 24, 2019**

09-05-2018 Workshop Commission Meeting Minutes.docx  
08-23-2018 Regular Code Enforcement Board Meeting Minutes.docx  
09-06-2018 Special Commission Meeting Minutes.docx  
09-12-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Special Commission Meeting Minutes.docx  
09-25-2018 Special Commission Meeting Minutes.docx  
10-03-2018 Workshop Commission Meeting Minutes.docx  
10-10-2018 Regular Commission Meeting Minutes.docx  
10-22-2018 Special Commission Meeting Minutes.docx  
10-24-2018 Regular Commission Meeting Minutes.docx  
10-25-2018 Regular Code Enforcement Board Meeting Minutes.docx  
10-30-2018 Citizen Advisory Board Meeting Minutes.docx

Continued on next page ....

Continued from previous page (Update on Status of Minutes)

**Completed between July 1, 2019 – July 24, 2019**

11-01-2018 Workshop Commission Meeting Minutes.docx

11-05-2018 Regular Commission Meeting Minutes.docx

11-20-2018 Special Commission Meeting Minutes.docx

12-12-2018 Regular Commission Meeting Minutes.docx

12-17-2018 Regular Commission Meeting Minutes.docx

12-19-2018 Regular Commission Meeting Minutes.docx

-

07-10-2019 (AMENDED) Regular Commission Meeting Minutes.docx

07-10-2019 (AMENDED) Special Commission Meeting Minutes.docx

These minutes were emailed to the Deputy Town Clerk for review and Ms. Carter continues to work on additional minutes.

Cc: Natasha Joseph, Administrative Services Director







Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Waiver Request - Just Insurance Brokers                                                                                                  |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See scan copies                                                                                                                          |
| Fiscal Impact:                                    | Decrease in revenue for penalty fees.                                                                                                    |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Business owner is requesting a waiver of penalty fees (\$500.00)                                                                         |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommends request waiver be approved.                                                                                                   |
| Additional Action Needed:                         |                                                                                                                                          |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



JUST INSURANCE BROKERS  
MAB INSURANCE CONSULTANT INC  
4520 W HALL BCH BLVD, 4  
PEMBROKE PARK FL 33023

## ANNUAL BILLING STATEMENT

ACCOUNT NO.  
081600

DATE  
6/27/2019

**BUSINESS DESCRIPTION**  
INSURANCE AGENCY

**BUSINESS ADDRESS**  
4520 W HALL BCH BLVD, 4

| DATE    | DESCRIPTION                           | AMOUNT |
|---------|---------------------------------------|--------|
| FY 2018 | Penalty Fee / Late Charges            | 250.00 |
|         | - Penalty Fee-Mar 1(Town Code 15-40c) |        |
| FY 2019 | Annual Fire Department Inspection     | 160.00 |
|         | - Date of Insp 06/29/18               |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Date of Re-Insp 10/16/18            |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Re-Insp Fee                         |        |
| FY 2019 | Penalty Fee / Late Charges            | 250.00 |
|         | - Mar 1-Penalty Fee(Town Code 15-40c) |        |
| FY 2020 | Business Tax                          | 52.50  |
| FY 2020 | Alarm Registration                    | 10.00  |
| FY 2020 | Certificate Of Use                    | 52.50  |

**ATTENTION!! IMPORTANT NOTICE:** Payments recieved by the Town will first be applied to the oldest outstanding balances due, if any, on your accounts payable to the Town and then to current account balances due. All outstanding account balances due to the Town must be paid in full prior to receiving a Business Tax Receipt renewal.

**PAY ALL FEES BY SEPT 30th**  
**TO AVOID THE FOLLOWING PENALTIES!!(F.S. 205.053)**  
Oct. 1st - 10% Nov. 1st - 15% Dec. 1st - 20% Jan. 1st - 25%  
**PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st**  
an additional penalty of \$250.00 will be imposed (P.P. Code 15-40c)

**SUB-TOTAL** **\$945.00**

**PLEASE PAY** **\$945.00**

Marc A Bonhomme  
Just Insurance Brokers  
4520 Hallandale Beach BLVD, Pembroke Park, FL 33023  
Phone: 954-639-7809 | Fax: 954-639-7915 | marc.bonhomme@jibinc.net

# Fax

TO: Town of Pembroke Park FROM: Marc A Bonhomme  
FAX: \_\_\_\_\_ PAGES: \_\_\_\_\_  
PHONE: \_\_\_\_\_ DATE: 6/23/19  
RE: Case # 4481 CC: \_\_\_\_\_

☒ Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

Comments:

TO whom It may concern,  
My name is Marc Bonhomme, the owner of MAB Insurance Consultant INC. I am writing this letter in trying to get a break please.  
I would like to inform the ~~board~~ the reason why I have been late with my renewal is because of hardship, my funds have been running low that makes it impossible for me to renew my license, so for this reason, I am asking please to remove the penalties and accept the regular payment.

Sincerely,  
Marc A Bonhomme

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310

**SALES RECEIPT****Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

**Sold To MAB INSURANCE CONSULTANT INC**

4520 W HALL BCH BLVD, STE 4  
HOLLYWOOD, FL 33023  
Phone 0000001590

| Transaction # | Payment Method | Amount   | Sale Date             |
|---------------|----------------|----------|-----------------------|
| 19709         | Money Order    | \$144.45 | 6/27/2019 12:51:32 PM |

| Date Applied | Application # | Qty   | Item                                  | Total           |
|--------------|---------------|-------|---------------------------------------|-----------------|
| 6/27/2019    | AP-80820      | 52.50 | Business Tax - Deferred Billing       | \$52.50         |
| 6/27/2019    | AP-80820      | 52.50 | Certificate Of Use - Deferred Billing | \$52.50         |
| 6/27/2019    | AP-80820      | 35.00 | Penalty Fee / Late Charges            | \$0.70          |
| 6/27/2019    | AP-80820      | 10.00 | Alarm Registration - Deferred Billing | \$10.00         |
| 6/27/2019    | AP-80820      | 28.75 | Penalty Fee / Late Charges            | \$28.75         |
|              | <b>Total</b>  |       |                                       | <b>\$144.45</b> |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Waiver Request - Lift Masters                                                                                                            |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Business Tax                                                                                             |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See scan copies                                                                                                                          |
| Fiscal Impact:                                    | Decrease in revenue for penalty fees.                                                                                                    |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          | Business owner is requesting a waiver of penalty fees (\$250.00)                                                                         |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommends request waiver be approved.                                                                                                   |
| Additional Action Needed:                         |                                                                                                                                          |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



## STATEMENT

LIFT MASTERS & EQUIPMENT  
LIFT MASTERS & EQUIPMENT INC  
11670 SW 50 CT  
COOPER CITY FL 33330

**ACCOUNT NO.**  
086100

**DATE**  
5/9/2019

**BUSINESS DESCRIPTION**

WHLSE/STORAGE-AUTOMOTIVE EQUIP.

**BUSINESS ADDRESS**  
3130 SW 19 ST, 461

| DATE    | DESCRIPTION                     | CHARGES | BALANCE |
|---------|---------------------------------|---------|---------|
| FY 2019 | Penalty Fee / Late Charges      | 250.00  | 250.00  |
|         | - Penalty Fee(Town Code 15-40c) |         |         |

**Payments not made within thirty (30) days of the billing date are considered LATE; a late payment charge of \$10.00 or two percent (2%) of amount due, whichever greater will be applied and your account may be subject to additional interest fees.**

**SUB-TOTAL** **\$250.00**

**PLEASE PAY** **\$250.00**



7/9/19

TO: TOWN OF PEMBROKE PARK,

MY NAME IS VINCENZO SCIOLINO, I AM THE OWNER  
OPERATOR OF LIFT MASTERS & EQUIPMENT INC. I HAVE BEEN  
PART OF THIS COMMUNITY FOR MANY YEARS, I RECENTLY  
RELOCATED AND WAS UNABLE TO RECEIVE ANY FORWARDING  
NOTIFICATION IN REGARDS TO MY BUSINESS. WITHIN  
THAT TIME I INQUIRED A LATE FEE, PLEASE TAKE  
INTO CONSIDERATION I WAS NOT INFORMED,  
IS IT AT ALL POSSIBLE TO WAIVE LATE FEES

THANK YOU IN ADVANCE



LIFT MASTERS & EQUIPMENT  
(754) 581-2428

ACCOUNT #

086100

## Town of Pembroke Park

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310



## SALES RECEIPT

### Town of Pembroke Park

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

Sold To **LIFT MASTERS & EQUIPMENT, INC**

3130 SW 19 ST, UNIT 461  
PEMBROKE PK, FL 33009  
Phone 0000002534

| Transaction # | Payment Method | Amount   | Sale Date           |
|---------------|----------------|----------|---------------------|
| 19564         | Money Order    | \$464.47 | 5/7/2019 2:40:31 PM |

| Date Applied | Application # | Qty    | Item                                  | Total           |
|--------------|---------------|--------|---------------------------------------|-----------------|
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$31.50         |
| 5/7/2019     | AP-82013      | 160.00 | Annual Fire Department Inspection     | \$128.50        |
| 5/7/2019     | AP-82013      | 23.15  | Penalty Fee / Late Charges            | \$23.15         |
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$52.50         |
| 5/7/2019     | AP-82013      | 157.50 | Business Tax - Deferred Billing       | \$157.50        |
| 5/7/2019     | AP-82013      | 71.32  | Penalty Fee / Late Charges            | \$71.32         |
|              | <b>Total</b>  |        |                                       | <b>\$464.47</b> |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator *MRG*

DATE: April 29, 2019

RE: Inactive Customers as of September 30, 2018

The attached listing includes customer accounts that are no longer active in the Town of Pembroke Park, based on information provided to the Business and/or Billing Department. These accounts include alarm registration, certificate of use, signs, business tax receipts, penalties (late charge / interest on past due accounts), inspections and false alarm. Please be aware that most of these fees are renewals, except for inspections (Building, Fire inspections and Annual fire inspections) and false alarms. The inspection and/or false alarm fees are for services performed; therefore I am recommending that these fees be recorded as collectable debt, which is due to the Town. After being removed from our current receivables, this collectable debt could be sent to a collection agency. Please be aware that at the current time there is no policy or procedure to handle outstanding debt or credit balances for inactive accounts.

### Inactive Customers Balances As of Sept. 30, 2018 Break-Down by Fee Categories

| Type of Fee                                  | Amount             |
|----------------------------------------------|--------------------|
| Alarm Registration                           | \$505.17           |
| Certificate of Use                           | \$4,692.13         |
| Signs                                        | \$230.00           |
| Business Tax Receipts                        | \$12,516.31        |
| Penalties and Misc. Charges                  | \$20,517.62        |
| <b>Sub-Total</b>                             | <b>\$38,461.23</b> |
| <b>-Collectable Debt-</b>                    |                    |
| Annual Fire Department Inspection            | \$23,825.00        |
| Building Dept. Inspection Fee - Business Tax | \$125.00           |
| Building Re-inspection Fee                   | \$754.00           |
| Fire Dept. Inspection Fee – Business Tax     | \$5,055.00         |
| Fire Re-inspection Fee                       | \$265.00           |
| False Alarm Fees                             | \$2,500.00         |
| <b>Sub-Total</b>                             | <b>\$32,524.00</b> |
| <b>Grand- Total</b>                          | <b>\$70,985.23</b> |

Cc: Natasha Joseph, Administrative Services Director



**Detail Report for Customers with Non Zero Balance As of 09/30/18**

| Line #                                                                        | Customer Number | App ID | Total Owed   | Line # | Customer Number | App ID | Total Owed |
|-------------------------------------------------------------------------------|-----------------|--------|--------------|--------|-----------------|--------|------------|
| <b>The following customer accounts were in-active in fical year 2017/2018</b> |                 |        |              |        |                 |        |            |
| 1                                                                             | 000905*N        | 78844  | \$546.21     | 51     | 046975*N        | 79953  | \$210.00   |
| 2                                                                             | 004900*N        | 77581  | \$87.57      | 52     | 047050*N        | 78241  | \$412.40   |
| 3                                                                             | 004909*N        | 77582  | \$245.00     | 53     | 048505*N        | 78480  | \$25.00    |
| 4                                                                             | 004910*N        | 80763  | \$452.50     | 54     | 048510*N        | 83743  | \$131.25   |
| 5                                                                             | 005040A*N       | 79117  | \$844.77     | 55     | 048535*N        | 78005  | \$200.00   |
| 6                                                                             | 005043*N        | 78877  | \$575.96     | 56     | 048645*N        | 81772  | \$480.00   |
| 7                                                                             | 005700*N        | 78158  | \$12.50      | 57     | 048650*N        | 78359  | \$320.00   |
| 8                                                                             | 007850*N        | 78683  | \$102.35     | 58     | 048680*N        | 79932  | \$105.00   |
| 9                                                                             | 007853*N        | 79049  | \$250.00     | 59     | 049956*N        | 78940  | \$525.00   |
| 10                                                                            | 007854*N        | 77587  | \$245.00     | 60     | 049960*N        | 81547  | \$88.00    |
| 11                                                                            | 008750*N        | 78183  | \$85.00      | 61     | 050050C*N       | 83102  | \$183.15   |
| 12                                                                            | 008900*N        | 83814  | \$305.00     | 62     | 050308*N        | 77664  | \$99.32    |
| 13                                                                            | 012005*N        | 79353  | \$193.46     | 63     | 050928*N        | 77920  | \$85.00    |
| 14                                                                            | 013475*N        | 79082  | \$255.00     | 64     | 050953*N        | 78618  | \$1,317.90 |
| 15                                                                            | 013500*N        | 79114  | (\$1,103.13) | 65     | 051250*N        | 78459  | \$12.88    |
| 16                                                                            | 013505*N        | 79770  | \$1,103.13   | 66     | 051255*N        | 78362  | \$414.22   |
| 17                                                                            | 015800*N        | 79215  | \$613.06     | 67     | 051267C*N       | 83920  | \$160.00   |
| 18                                                                            | 016650*N        | 78236  | \$85.00      | 68     | 051500*N        | 77494  | \$660.00   |
| 19                                                                            | 017410*N        | 79032  | \$775.00     | 69     | 052520*N        | 77574  | \$494.19   |
| 20                                                                            | 017851*N        | 78449  | \$370.00     | 70     | 052575*N        | 78374  | \$287.70   |
| 21                                                                            | 017900*N        | 78809  | \$85.00      | 71     | 053270*N        | 83697  | \$105.00   |
| 22                                                                            | 019733*N        | 78808  | \$413.99     | 72     | 053360*N        | 78701  | \$462.37   |
| 23                                                                            | 020650*N        | 78924  | \$545.31     | 73     | 053370*N        | 78015  | \$36.06    |
| 24                                                                            | 020704*N        | 78312  | \$85.00      | 74     | 053550*N        | 80910  | \$441.00   |
| 25                                                                            | 020800*N        | 79151  | \$732.50     | 75     | 054555*N        | 79084  | \$320.00   |
| 26                                                                            | 022303*N        | 77619  | \$405.00     | 76     | 054600*N        | 78233  | \$405.00   |
| 27                                                                            | 024500*N        | 78521  | (\$2.62)     | 77     | 054650*N        | 78343  | \$400.00   |
| 28                                                                            | 034108*N        | 77627  | \$78.75      | 78     | 064195*N        | 79127  | \$315.63   |
| 29                                                                            | 034263*N        | 79028  | \$1,469.32   | 79     | 065275*N        | 82125  | \$10.00    |
| 30                                                                            | 034270*N        | 77571  | \$893.76     | 80     | 065375*N        | 78672  | \$630.00   |
| 31                                                                            | 034285*N        | 78623  | \$745.00     | 81     | 065400*N        | 78149  | \$61.44    |
| 32                                                                            | 034400*N        | 78328  | \$85.00      | 82     | 065495*N        | 78890  | \$2.14     |
| 33                                                                            | 035019*N        | 77629  | \$78.75      | 83     | 065498C*N       | 82519  | \$280.00   |
| 34                                                                            | 035720*N        | 79058  | \$310.54     | 84     | 066210C*N       | 83089  | \$160.00   |
| 35                                                                            | 035750*N        | 79174  | \$100.80     | 85     | 066743*N        | 78278  | \$145.00   |
| 36                                                                            | 037630*N        | 78284  | \$160.00     | 86     | 066900*N        | 79092  | \$377.43   |
| 37                                                                            | 040900*N        | 79099  | \$298.75     | 87     | 066920*N        | 78658  | \$471.88   |
| 38                                                                            | 042400*N        | 79013  | \$50.00      | 88     | 067750*N        | 77693  | \$829.23   |
| 39                                                                            | 042640*N        | 79548  | \$51.50      | 89     | 068840*N        | 78151  | \$160.00   |
| 40                                                                            | 042650*N        | 78010  | \$400.00     | 90     | 068870*N        | 78082  | \$355.00   |
| 41                                                                            | 043375*N        | 82524  | \$160.00     | 91     | 070302*N        | 77696  | \$19.68    |
| 42                                                                            | 043400*N        | 77501  | \$722.50     | 92     | 072700C*N       | 79155  | \$370.00   |
| 43                                                                            | 043630C*N       | 78564  | \$160.00     | 93     | 073650*N        | 78628  | \$200.00   |
| 44                                                                            | 044725*N        | 78838  | \$446.88     | 94     | 073900*N        | 78002  | \$250.00   |
| 45                                                                            | 045630*N        | 78314  | \$160.00     | 95     | 074516*N        | 82518  | \$405.00   |
| 46                                                                            | 046220*N        | 78491  | \$485.00     | 96     | 074520*N        | 78463  | \$10.00    |
| 47                                                                            | 046230*N        | 78131  | \$95.00      | 97     | 076180*N        | 78678  | \$157.50   |
| 48                                                                            | 046350*N        | 77649  | \$58.75      | 98     | 076750*N        | 77537  | \$893.76   |
| 49                                                                            | 046450*N        | 77986  | \$102.34     | 99     | 077010*N        | 78050  | (\$105.00) |
| 50                                                                            | 046475*N        | 78169  | \$918.76     | 100    | 077020*N        | 80727  | \$157.50   |



# **Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |           |       |            |
|-----|-----------|-------|------------|
| 101 | 077050*N  | 78363 | \$321.34   |
| 102 | 077200*N  | 78202 | (\$26.25)  |
| 103 | 077525*N  | 78867 | \$250.00   |
| 104 | 078730*N  | 78945 | \$255.00   |
| 105 | 079200*N  | 79134 | \$415.00   |
| 106 | 080250*N  | 79027 | \$171.25   |
| 107 | 083290*N  | 80672 | \$402.50   |
| 108 | 083294C*N | 83919 | \$160.00   |
| 109 | 083295*N  | 78673 | \$500.00   |
| 110 | 083296*N  | 78515 | \$370.00   |
| 111 | 083297*N  | 79089 | \$85.00    |
| 112 | 083700*N  | 79216 | \$250.00   |
| 113 | 084800*N  | 78571 | \$200.00   |
| 114 | 085345*N  | 78581 | \$515.00   |
| 115 | 088300*N  | 81239 | \$230.60   |
| 116 | 088510*N  | 79998 | \$210.00   |
| 117 | 089108*N  | 77735 | \$150.00   |
| 118 | 089140*N  | 78930 | \$643.75   |
| 119 | 089500*N  | 82431 | \$157.50   |
| 120 | 090003*N  | 79713 | \$10.00    |
| 121 | 090005*N  | 78568 | \$183.14   |
| 122 | 090006*N  | 78818 | \$630.00   |
| 123 | 090020*N  | 78508 | \$157.50   |
| 124 | 090470*N  | 78705 | \$170.00   |
| 125 | 090490*N  | 80375 | \$44.44    |
| 126 | 090550*N  | 78620 | \$85.00    |
| 127 | 090580*N  | 78220 | \$450.00   |
| 128 | 090597*N  | 82252 | \$285.00   |
| 129 | 090675*N  | 80576 | \$457.88   |
| 130 | 090700*N  | 78516 | \$283.50   |
| 131 | 090775*N  | 80749 | \$682.50   |
| 132 | 090800*N  | 78199 | \$200.00   |
| 133 | 094035*N  | 81924 | \$545.31   |
| 134 | 094040*N  | 78886 | \$85.00    |
| 135 | 094045*N  | 81957 | \$161.00   |
| 136 | 094050*N  | 78140 | \$250.00   |
| 137 | 094645*N  | 78059 | \$245.00   |
| 138 | 094655*N  | 78081 | \$157.50   |
| 139 | 094845*N  | 80020 | \$446.88   |
| 140 | 094850*N  | 79198 | \$85.00    |
| 141 | 094880*N  | 83285 | \$54.41    |
| 142 | 095600*N  | 78043 | \$328.13   |
| 143 | 097000*N  | 78043 | \$0.00     |
| 144 | 098125*N  | 78371 | \$358.48   |
| 145 | 099455*N  | 80762 | \$220.00   |
| 146 | 099460*N  | 78557 | \$160.00   |
| 147 | 099475*N  | 79008 | \$1,082.76 |
| 148 | 101300C*N | 83087 | \$160.00   |
| 149 | 101312*N  | 77751 | \$2,259.28 |
| 150 | 101315*N  | 79060 | \$277.42   |

|     |           |       |            |
|-----|-----------|-------|------------|
| 151 | 101320*N  | 80064 | \$313.05   |
| 152 | 103225C*N | 79161 | \$115.00   |
| 153 | 103627*N  | 79199 | \$65.63    |
| 154 | 105000*N  | 78868 | \$250.00   |
| 155 | 106810*N  | 78157 | \$665.00   |
| 156 | 107089*N  | 78662 | \$85.00    |
| 157 | 108150*N  | 79189 | \$160.00   |
| 158 | 108315*N  | 78083 | \$105.00   |
| 159 | 108601*N  | 77946 | \$330.00   |
| 160 | 110080*N  | 77912 | \$95.00    |
| 161 | 110140*N  | 82510 | \$317.81   |
| 162 | 110625*N  | 78090 | \$250.00   |
| 163 | 110750*N  | 77779 | \$160.00   |
| 164 | 110880*N  | 78056 | \$150.00   |
| 165 | 111400*N  | 78558 | \$160.00   |
| 166 | 111506*N  | 78060 | \$250.00   |
| 167 | 112850*N  | 77957 | \$500.00   |
| 168 | 112950*N  | 84076 | \$131.25   |
| 169 | 113470C*N | 83103 | \$160.00   |
| 170 | 114540*N  | 78210 | \$200.00   |
| 171 | 114557*N  | 79048 | \$536.60   |
| 172 | 114558*N  | 78806 | \$170.00   |
| 173 | 115500*N  | 81883 | \$235.00   |
| 174 | 116100*N  | 77991 | \$184.96   |
| 175 | 116500*N  | 78273 | \$200.00   |
| 176 | 116660*N  | 78091 | \$157.50   |
| 177 | 117050*N  | 77809 | \$22.84    |
| 178 | 118400*N  | 83659 | \$105.00   |
| 179 | 118875*N  | 78829 | \$85.00    |
| 180 | 118925*N  | 77558 | \$435.00   |
| 181 | 118925A*N | 77559 | \$1.00     |
| 182 | 118950*N  | 78143 | \$30.17    |
| 183 | 119175*N  | 79568 | \$325.00   |
| 184 | 119500*N  | 78200 | \$160.00   |
| 185 | 120970*N  | 82354 | \$481.00   |
| 186 | 122715*N  | 77828 | \$175.00   |
| 187 | 123350*N  | 81527 | \$160.00   |
| 188 | 125150*N  | 78085 | \$335.00   |
| 189 | 125400*N  | 79047 | \$85.00    |
| 190 | 125608*N  | 77959 | \$250.00   |
| 191 | 125660*N  | 82557 | \$598.86   |
| 192 | 125685*N  | 78250 | \$285.00   |
| 193 | 125900*N  | 79018 | \$640.00   |
| 194 | 125972*N  | 78153 | \$245.00   |
| 195 | 126200*N  | 78514 | \$1,006.56 |
| 196 | 126550*N  | 79145 | \$745.00   |
| 197 | 126590*N  | 81143 | \$420.00   |
| 198 | 126880*N  | 77897 | \$250.00   |
| 199 | 126910*N  | 79062 | \$277.42   |
| 200 | 126919*N  | 82377 | \$410.00   |

**Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |              |              |                    |
|-----|--------------|--------------|--------------------|
| 201 | 126920*N     | 77930        | \$906.26           |
| 202 | 126985*N     | 78346        | \$381.25           |
| 203 | 126995*N     | 78863        | \$512.50           |
| 204 | 128102*N     | 77847        | \$335.00           |
| 205 | 128400*N     | 77557        | \$250.00           |
| 206 | 128800*N     | 78193        | \$85.00            |
| 207 | 129340*N     | 80285        | \$161.00           |
| 208 | 129560*N     | 77500        | \$312.50           |
| 209 | 129580*N     | 83660        | \$105.00           |
| 210 | 129810*N     | 78615        | \$250.00           |
| 211 | 130458*N     | 78548        | \$170.00           |
| 212 | 130464*N     | 79110        | \$370.00           |
| 213 | 130473*N     | 77992        | \$285.00           |
| 214 | 130474*N     | 77993        | \$285.00           |
| 215 | 130942*N     | 77887        | \$160.00           |
| 216 | 130975*N     | 77552        | \$240.00           |
| 217 | 131602*N     | 80812        | \$10.00            |
| 218 | 132100*N     | 78651        | \$280.00           |
| 219 | 132750-C17*N | 77929        | \$160.00           |
| 220 | 132785*N     | 78072        | \$160.00           |
| 221 | 132900*N     | 78448        | \$85.00            |
| 222 | 133200C*N    | 83117        | \$160.00           |
| 223 | 133475*N     | 78171        | \$236.25           |
| 224 | 133825*N     | 77994        | \$277.42           |
| 225 | 133900*N     | 78807        | \$245.00           |
| 226 | 134008*N     | 77858        | \$1,493.01         |
| 227 | 134150*N     | 78357        | \$22.84            |
| 228 | 134200*N     | 77995        | \$245.00           |
| 229 | 134750*N     | 78194        | \$85.00            |
| 230 | 137400*N     | 77534        | \$160.00           |
| 231 | 137450*N     | 80522        | \$190.00           |
| 232 | 137450A*N    | 80563        | \$1.00             |
| 233 | 137512*N     | 78307        | \$1,570.68         |
| 234 | 137514*N     | 77563        | \$210.00           |
| 235 | 137725*N     | 79352        | \$119.46           |
| 236 | 97059*N      | 78883        | \$340.00           |
|     |              | <b>Total</b> | <b>\$70,985.23</b> |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney

FROM: Michelle R. Grooms, Administration Department Assistant 

DATE: July 25, 2019

RE: Update on Public Information Request

The following information is in response to a discussion, during the Commission Meeting, on the status of public information request. The following is a list of request that I have received and notified of Deputy Town Clerk for processing.

| Date Request Received | Dept/Description of Request                                                                                        | Status                                                 |
|-----------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 07/14/2019            | Public Wks-Pending request for Utility Records, maps and project on SW 38 Ave.                                     | Completed 7/24/19                                      |
| 07/10/2019            | Business Tax - Pending request for 3 to 5 years billing and payments info for Polo Club Inc.                       | Completed 7/10/19                                      |
| 07/05/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 & 18/19 (est. 7/5/19) -from Career Source Broward | Completed 7/5/19 - Sent to customer 7-22-19            |
| 07/03/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 (est. 7/5/19) -from Davie/CC Chamber of Commerce  | Completed 7/3/19                                       |
| 06/24/2019            | Clerk's Office - Natasha call Sely -Broward League regarding county signature page for agreement. (Est. 6/21/19)   | Clerk's Office responded Info still pending.           |
| 06/24/2019            | Building Dept.- Pending request for floor plan @ 3300 Country Club Ln                                              | Building Dept completed the request on 7/8/19.         |
| 06/18/2019            | Clerk's Office-Natasha pending request from Auditors-list of resolutions (Est. 6/21/19)                            | Clerk's Office sent documents some info still pending. |

Cc: Natasha Joseph, Administrative Services Director



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator 

DATE: April 30, 2019

RE: Credit Balance for Sign Variances

The following information is in response to a discussion, during the Commission Meeting, on sign variance accounts with credit balances. The attached list shows the sign variances that are complete and have credit balances. Prior to April 2019, sign variance accounts were marked inactive active when the billing was complete; but a completion inspection is needed to close out the account. On April 24, 2019, each sign variance account was closed out with a completion inspection. As a result these accounts credits can be processed for refund or applied to pending balances due.

The attached list must be approved by the Town Commission before the refunds and/or credit can be processed.

Cc: Natasha Joseph, Administrative Services Director



**List of Sign Variances with Credit Balances in the System as of 4/23/19**

| The following accounts have been billed and are complete.<br>The remaining credit balances are available for refund.                                                                        |            |                                                      |        |                     |                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------|--------|---------------------|----------------------|
| Line #                                                                                                                                                                                      | Customer # | Business Name                                        | App ID | Total Owed          | Local Address        |
| 1                                                                                                                                                                                           | 008109SV   | PEMBROKE GUN RANGE                                   | 79078  | (\$100.00)          | 3140 PEMB RD         |
| 2                                                                                                                                                                                           | 037105SV1  | CHECKERS - SIGN VAR                                  | 83969  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 3                                                                                                                                                                                           | 037105SV2  | CHECKERS - SIGN VAR                                  | 83970  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 4                                                                                                                                                                                           | 047075SV   | DOCTORS TOY STORE                                    | 78121  | (\$180.00)          | 2512 SW 30 AVE       |
| 5                                                                                                                                                                                           | 067511SV   | NOT JUST CARPET-SIGN VAR                             | 78934  | (\$340.00)          | 3020 SW 30 AVE       |
| 6                                                                                                                                                                                           | 067511SV2  | NOT JUST CARPET                                      | 77572  | (\$180.00)          | 3020 SW 30 AVE       |
| 7                                                                                                                                                                                           | 073600SV   | HOUSE OF KABOB-SIGN VAR                              | 83133  | (\$100.00)          | 3153 HALL BCH BLVD   |
| 8                                                                                                                                                                                           | 085302SV   | TRINITY BROADCASTING OF FL                           | 88988  | (\$250.00)          | 3300 PEMB RD         |
| 9                                                                                                                                                                                           | 088400SV   | M.M. YUKA PARIS, LLC-SIGN VAR                        | 77515  | (\$300.00)          | 2930 SW 30 AVE, D    |
| 10                                                                                                                                                                                          | 094650SV   | MODERN MIAMI-SIGN VAR                                | 77925  | (\$180.00)          | 2050 SW 30 AVE       |
| 11                                                                                                                                                                                          | 099455SV   | CRICKET WIRELESS-SIGN VAR                            | 83135  | (\$300.00)          | 4520 HALL BCH BLVD   |
| 12                                                                                                                                                                                          | 105901SV   | PEMBROKE PARK WAREHOUSES-SIGN VAR                    | 77538  | (\$60.00)           | 3150 PEMB RD         |
| 13                                                                                                                                                                                          | 105901SV2  | PEMBROKE PK WAREHOUSES- SIGN VAR                     | 83136  | (\$180.00)          | 3150 PEMB RD         |
| 14                                                                                                                                                                                          | 106706SV   | PEOPLES PAWN & JEWELRY-SIGN VAR                      | 89053  | (\$250.00)          | 2910 SW 30 AVE       |
| 15                                                                                                                                                                                          | 107080SV   | TOP KITCHEN-SIGN VAR                                 | 83138  | (\$60.00)           | 2500 SW 30 AVE       |
| 16                                                                                                                                                                                          | 108306SV3  | J.W. LEE, INC /SCARLETT'S                            | 82834  | (\$250.00)          | 2920 SW 30 AVE       |
| 17                                                                                                                                                                                          | 108308SV   | J.W. LEE PROPERTIES LLC - SIGN VAR                   | 77967  | (\$60.00)           | 2952 SW 30 AVE       |
| 18                                                                                                                                                                                          | 110137SV   | WPLG, INC (CHANNEL 10)-SIGN VAR                      | 82487  | (\$300.00)          | 3401 W HALL BCH BLVD |
| 19                                                                                                                                                                                          | 110137SV2  | WPLG, INC (CHANNEL 10) - SIGN VAR                    | 83563  | (\$340.00)          | 3401 W HALL BCH BLVD |
| 20                                                                                                                                                                                          | 112350SV   | RACETRAC #491-SIGN VAR                               | 78234  | (\$150.00)          | 3031 W HALL BCH BLVD |
| 21                                                                                                                                                                                          | 116010SV   | SAFELITE AUTO GLASS-SIGN VAR                         | 78376  | (\$220.00)          | 3205 SW 22 ST        |
| 22                                                                                                                                                                                          | 121859SV   | SPICE OF LIFE - SIGN VAR                             | 83618  | (\$200.00)          | 2940 SW 30 AVE, 1-2  |
| 23                                                                                                                                                                                          | 122605SV   | PEMBROKE PARK OWNER LLC - SIGN VAR                   | 82919  | (\$150.00)          | 1781 S PARK RD       |
| 24                                                                                                                                                                                          | 126870SV   | TERZANI USA, INC - SIGN VAR                          | 88700  | (\$250.00)          | 2501 SW 56 AVE       |
| 25                                                                                                                                                                                          | 133730SV   | WHEAT CAPITAL MGMT-SIGN VAR                          | 83140  | (\$100.00)          | 2801 J P LYONS LN    |
| 26                                                                                                                                                                                          | 65525SV    | FULL SVC PAIN MGMT-SIGN VAR                          | 83143  | (\$207.50)          | 3107 W HALL BCH BLVD |
| 27                                                                                                                                                                                          | 70500SV    | TOM HOGAN                                            | 83144  | (\$100.00)          | 3002 W HALL BCH BLVD |
| <b>Sub-Total for Line #1-27</b>                                                                                                                                                             |            |                                                      |        | <b>(\$5,507.50)</b> |                      |
| The following accounts have been billed and are complete.<br>Please note: That the following account holders have other fees due to the Town -the credit should be applied to the fees due. |            |                                                      |        |                     |                      |
| Line #                                                                                                                                                                                      | Customer # | Business Name                                        | App ID | Total Owed          | Local Address        |
| 28                                                                                                                                                                                          | 024150SV   | BSH PROPERTY LLC - SIGN VAR                          | 83129  | (\$100.00)          | 4520 HALL BCH BLVD   |
| *                                                                                                                                                                                           | 024170S    | AVI SHLOMO COMMERCIAL CTR - SITE<br>BSH PROPERTY LLC | 83316  | \$3,630.96          | 2991 SW 32 AVE       |
| 29                                                                                                                                                                                          | 049956SV   | ELEGANT HOUSE - SIGN VAR                             | 78077  | (\$260.00)          | 1960 SW 30 AVE       |
|                                                                                                                                                                                             | 049956*N   | ELEGANT HOUSE                                        | 78940  | \$525.00            | 1960 SW 30 AVE       |
| 30                                                                                                                                                                                          | 067750SV   | MULTIMEDIA INNOVATIONS-SIGN VAR                      | 79195  | (\$140.00)          | 2250 SW 30 AVE       |
|                                                                                                                                                                                             | 067750*N   | MULTIMEDIA INNOVATIONS                               | 77693  | \$829.23            | 2250 SW 30 AVE       |
| 31                                                                                                                                                                                          | 094500SV   | MITECH TECHNOLOGY - SIGN VAR                         | 87584  | (\$100.00)          | 2520 SW 30 AVE       |
|                                                                                                                                                                                             | 094500     | EYERIDE / MITECH TECHNOLOGY                          | 81328  | \$50.00             | 2520 SW 30 AVE       |
| <b>Sub-Total for Line #28-31</b>                                                                                                                                                            |            |                                                      |        | <b>(\$600.00)</b>   |                      |
| <b>Grand Total</b>                                                                                                                                                                          |            |                                                      |        | <b>(\$6,107.50)</b> |                      |
| *corrected total                                                                                                                                                                            |            |                                                      |        |                     |                      |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |





# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney  
FROM: Michelle R. Grooms, Administration Department Assistant *mg*  
DATE: July 25, 2019  
RE: Update on Status of Minutes

The following information is in response to a discussion, during the Commission Meeting, on the status of minutes per Town Attorney letter dated 5/17/19. The Town Commission approved the hiring of a temporary legal secretary from SNI Staffing Now. SNI Staffing sent Ms. Erica Carter to begin work on June 17, 2019. So far Ms. Carter has completed the following minutes.

### **Completed between June 17, 2019- June 30, 2019**

06-29-2018 (AMENDED) Regular Commission Meeting Minutes.docx  
07-06-2018 (AMENDED) Special Commission Meeting Minutes.docx  
07-13-2018 Special Commission Meeting Minutes.docx  
07-16-2018 Special Commission Meeting Minutes.docx  
07-23-2018 Special Planning and Zoning Board Meeting Minutes.docx  
07-24-2018 Special Commission Meeting Minutes.docx  
08-08-2018 Regular Commission Meeting Minutes.docx

### **Completed between July 1, 2019 – July 24, 2019**

09-05-2018 Workshop Commission Meeting Minutes.docx  
08-23-2018 Regular Code Enforcement Board Meeting Minutes.docx  
09-06-2018 Special Commission Meeting Minutes.docx  
09-12-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Special Commission Meeting Minutes.docx  
09-25-2018 Special Commission Meeting Minutes.docx  
10-03-2018 Workshop Commission Meeting Minutes.docx  
10-10-2018 Regular Commission Meeting Minutes.docx  
10-22-2018 Special Commission Meeting Minutes.docx  
10-24-2018 Regular Commission Meeting Minutes.docx  
10-25-2018 Regular Code Enforcement Board Meeting Minutes.docx  
10-30-2018 Citizen Advisory Board Meeting Minutes.docx

Continued on next page ....

Continued from previous page (Update on Status of Minutes)

**Completed between July 1, 2019 – July 24, 2019**

11-01-2018 Workshop Commission Meeting Minutes.docx

11-05-2018 Regular Commission Meeting Minutes.docx

11-20-2018 Special Commission Meeting Minutes.docx

12-12-2018 Regular Commission Meeting Minutes.docx

12-17-2018 Regular Commission Meeting Minutes.docx

12-19-2018 Regular Commission Meeting Minutes.docx

-

07-10-2019 (AMENDED) Regular Commission Meeting Minutes.docx

07-10-2019 (AMENDED) Special Commission Meeting Minutes.docx

These minutes were emailed to the Deputy Town Clerk for review and Ms. Carter continues to work on additional minutes.

Cc: Natasha Joseph, Administrative Services Director



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



JUST INSURANCE BROKERS  
MAB INSURANCE CONSULTANT INC  
4520 W HALL BCH BLVD, 4  
PEMBROKE PARK FL 33023

**ANNUAL BILLING  
STATEMENT**

**ACCOUNT NO.**  
081600

**DATE**  
6/27/2019

**BUSINESS DESCRIPTION**  
INSURANCE AGENCY

**BUSINESS ADDRESS**  
4520 W HALL BCH BLVD, 4

| DATE    | DESCRIPTION                           | AMOUNT |
|---------|---------------------------------------|--------|
| FY 2018 | Penalty Fee / Late Charges            | 250.00 |
|         | - Penalty Fee-Mar 1(Town Code 15-40c) |        |
| FY 2019 | Annual Fire Department Inspection     | 160.00 |
|         | - Date of Insp 06/29/18               |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Date of Re-Insp 10/16/18            |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Re-Insp Fee                         |        |
| FY 2019 | Penalty Fee / Late Charges            | 250.00 |
|         | - Mar 1-Penalty Fee(Town Code 15-40c) |        |
| FY 2020 | Business Tax                          | 52.50  |
| FY 2020 | Alarm Registration                    | 10.00  |
| FY 2020 | Certificate Of Use                    | 52.50  |

**ATTENTION!!! IMPORTANT NOTICE:** Payments recieved by the Town will first be applied to the oldest outstanding balances due, if any, on your accounts payable to the Town and then to current account balances due. All outstanding account balances due to the Town must be paid in full prior to receiving a Business Tax Receipt renewal.

**PAY ALL FEES BY SEPT 30th**  
**TO AVOID THE FOLLOWING PENALTIES!!(F.S. 205.053)**  
Oct. 1st - 10% Nov. 1st - 15% Dec. 1st - 20% Jan. 1st - 25%  
**PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st**  
an additional penalty of \$250.00 will be imposed (P.P. Code 15-40c)

**SUB-TOTAL** **\$945.00**

**PLEASE PAY** **\$945.00**



Marc A Bonhomme  
Just Insurance Brokers  
4520 Hallandale Beach BLVD, Pembroke Park, FL 33023  
Phone: 954-639-7809 | Fax: 954-639-7915 | marc.bonhomme@jibinc.net

# Fax

TO: Town of Pembroke Park FROM: Marc A Bonhomme  
FAX: \_\_\_\_\_ PAGES: \_\_\_\_\_  
PHONE: \_\_\_\_\_ DATE: 6/23/19  
RE: Case # 4481 CC: \_\_\_\_\_

☒ Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

Comments:

TO whom It may concern,  
My name is Marc Bonhomme, the owner of MAB Insurance Consultant INC. I am writing this letter in trying to get a break please.  
I would like to inform the ~~board~~ the reason why I have been late with my renewal is because of hardship, my funds have been running low that makes it impossible for me to renew my license, so for this reason, I am asking please to remove the penalties and accept the regular payment.

Sincerely,  
Marc A Bonhomme

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310

**SALES RECEIPT****Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

**Sold To MAB INSURANCE CONSULTANT INC**

4520 W HALL BCH BLVD, STE 4  
HOLLYWOOD, FL 33023  
Phone 0000001590

| Transaction # | Payment Method | Amount   | Sale Date             |
|---------------|----------------|----------|-----------------------|
| 19709         | Money Order    | \$144.45 | 6/27/2019 12:51:32 PM |

| Date Applied | Application # | Qty   | Item                                  | Total           |
|--------------|---------------|-------|---------------------------------------|-----------------|
| 6/27/2019    | AP-80820      | 52.50 | Business Tax - Deferred Billing       | \$52.50         |
| 6/27/2019    | AP-80820      | 52.50 | Certificate Of Use - Deferred Billing | \$52.50         |
| 6/27/2019    | AP-80820      | 35.00 | Penalty Fee / Late Charges            | \$0.70          |
| 6/27/2019    | AP-80820      | 10.00 | Alarm Registration - Deferred Billing | \$10.00         |
| 6/27/2019    | AP-80820      | 28.75 | Penalty Fee / Late Charges            | \$28.75         |
|              | <b>Total</b>  |       |                                       | <b>\$144.45</b> |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



## STATEMENT

LIFT MASTERS & EQUIPMENT  
LIFT MASTERS & EQUIPMENT INC  
11670 SW 50 CT  
COOPER CITY FL 33330

**ACCOUNT NO.**  
**086100**

**DATE**  
**5/9/2019**

**BUSINESS DESCRIPTION**

WHLSE/STORAGE-AUTOMOTIVE EQUIP.

**BUSINESS ADDRESS**  
**3130 SW 19 ST, 461**

| <b>DATE</b> | <b>DESCRIPTION</b>              | <b>CHARGES</b> | <b>BALANCE</b> |
|-------------|---------------------------------|----------------|----------------|
| FY 2019     | Penalty Fee / Late Charges      | 250.00         | 250.00         |
|             | - Penalty Fee(Town Code 15-40c) |                |                |

**Payments not made within thirty (30) days of the billing date are considered LATE; a late payment charge of \$10.00 or two percent (2%) of amount due, whichever greater will be applied and your account may be subject to additional interest fees.**

**SUB-TOTAL** **\$250.00**

**PLEASE PAY** **\$250.00**

7/9/19

TO: TOWN OF PEMBROKE PARK,

MY NAME IS VINCENZO SCIOLINO, I AM THE OWNER  
OPERATOR OF LIFT MASTERS & EQUIPMENT INC. I HAVE BEEN  
PART OF THIS COMMUNITY FOR MANY YEARS, I RECENTLY  
RELOCATED AND WAS UNABLE TO RECEIVE ANY FORWARDING  
NOTIFICATION IN REGARDS TO MY BUSINESS. WITHIN  
THAT TIME I INQUIRED A LATE FEE, PLEASE TAKE  
INTO CONSIDERATION I WAS NOT INFORMED,  
IS IT AT ALL POSSIBLE TO WAIVE LATE FEES

THANK YOU IN ADVANCE



LIFT MASTERS & EQUIPMENT  
(754) 581-2428

ACCOUNT #

086100

## Town of Pembroke Park

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310



## SALES RECEIPT

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

Sold To **LIFT MASTERS & EQUIPMENT, INC**

3130 SW 19 ST, UNIT 461  
PEMBROKE PK, FL 33009  
Phone 0000002534

| Transaction # | Payment Method | Amount   | Sale Date           |
|---------------|----------------|----------|---------------------|
| 19564         | Money Order    | \$464.47 | 5/7/2019 2:40:31 PM |

| Date Applied | Application # | Qty    | Item                                  | Total           |
|--------------|---------------|--------|---------------------------------------|-----------------|
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$31.50         |
| 5/7/2019     | AP-82013      | 160.00 | Annual Fire Department Inspection     | \$128.50        |
| 5/7/2019     | AP-82013      | 23.15  | Penalty Fee / Late Charges            | \$23.15         |
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$52.50         |
| 5/7/2019     | AP-82013      | 157.50 | Business Tax - Deferred Billing       | \$157.50        |
| 5/7/2019     | AP-82013      | 71.32  | Penalty Fee / Late Charges            | \$71.32         |
|              | <b>Total</b>  |        |                                       | <b>\$464.47</b> |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |





# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director

FROM: Michelle R. Grooms, Business Tax and Billing Administrator *MRG*

DATE: April 29, 2019

RE: Inactive Customers as of September 30, 2018

The attached listing includes customer accounts that are no longer active in the Town of Pembroke Park, based on information provided to the Business and/or Billing Department. These accounts include alarm registration, certificate of use, signs, business tax receipts, penalties (late charge / interest on past due accounts), inspections and false alarm. Please be aware that most of these fees are renewals, except for inspections (Building, Fire inspections and Annual fire inspections) and false alarms. The inspection and/or false alarm fees are for services performed; therefore I am recommending that these fees be recorded as collectable debt, which is due to the Town. After being removed from our current receivables, this collectable debt could be sent to a collection agency. Please be aware that at the current time there is no policy or procedure to handle outstanding debt or credit balances for inactive accounts.

### Inactive Customers Balances As of Sept. 30, 2018 Break-Down by Fee Categories

| Type of Fee                                  | Amount             |
|----------------------------------------------|--------------------|
| Alarm Registration                           | \$505.17           |
| Certificate of Use                           | \$4,692.13         |
| Signs                                        | \$230.00           |
| Business Tax Receipts                        | \$12,516.31        |
| Penalties and Misc. Charges                  | \$20,517.62        |
| <b>Sub-Total</b>                             | <b>\$38,461.23</b> |
| <b>-Collectable Debt-</b>                    |                    |
| Annual Fire Department Inspection            | \$23,825.00        |
| Building Dept. Inspection Fee - Business Tax | \$125.00           |
| Building Re-inspection Fee                   | \$754.00           |
| Fire Dept. Inspection Fee – Business Tax     | \$5,055.00         |
| Fire Re-inspection Fee                       | \$265.00           |
| False Alarm Fees                             | \$2,500.00         |
| <b>Sub-Total</b>                             | <b>\$32,524.00</b> |
| <b>Grand- Total</b>                          | <b>\$70,985.23</b> |

Cc: Natasha Joseph, Administrative Services Director



**Detail Report for Customers with Non Zero Balance As of 09/30/18**

| Line #                                                                        | Customer Number | App ID | Total Owed   | Line # | Customer Number | App ID | Total Owed |
|-------------------------------------------------------------------------------|-----------------|--------|--------------|--------|-----------------|--------|------------|
| <b>The following customer accounts were in-active in fical year 2017/2018</b> |                 |        |              |        |                 |        |            |
| 1                                                                             | 000905*N        | 78844  | \$546.21     | 51     | 046975*N        | 79953  | \$210.00   |
| 2                                                                             | 004900*N        | 77581  | \$87.57      | 52     | 047050*N        | 78241  | \$412.40   |
| 3                                                                             | 004909*N        | 77582  | \$245.00     | 53     | 048505*N        | 78480  | \$25.00    |
| 4                                                                             | 004910*N        | 80763  | \$452.50     | 54     | 048510*N        | 83743  | \$131.25   |
| 5                                                                             | 005040A*N       | 79117  | \$844.77     | 55     | 048535*N        | 78005  | \$200.00   |
| 6                                                                             | 005043*N        | 78877  | \$575.96     | 56     | 048645*N        | 81772  | \$480.00   |
| 7                                                                             | 005700*N        | 78158  | \$12.50      | 57     | 048650*N        | 78359  | \$320.00   |
| 8                                                                             | 007850*N        | 78683  | \$102.35     | 58     | 048680*N        | 79932  | \$105.00   |
| 9                                                                             | 007853*N        | 79049  | \$250.00     | 59     | 049956*N        | 78940  | \$525.00   |
| 10                                                                            | 007854*N        | 77587  | \$245.00     | 60     | 049960*N        | 81547  | \$88.00    |
| 11                                                                            | 008750*N        | 78183  | \$85.00      | 61     | 050050C*N       | 83102  | \$183.15   |
| 12                                                                            | 008900*N        | 83814  | \$305.00     | 62     | 050308*N        | 77664  | \$99.32    |
| 13                                                                            | 012005*N        | 79353  | \$193.46     | 63     | 050928*N        | 77920  | \$85.00    |
| 14                                                                            | 013475*N        | 79082  | \$255.00     | 64     | 050953*N        | 78618  | \$1,317.90 |
| 15                                                                            | 013500*N        | 79114  | (\$1,103.13) | 65     | 051250*N        | 78459  | \$12.88    |
| 16                                                                            | 013505*N        | 79770  | \$1,103.13   | 66     | 051255*N        | 78362  | \$414.22   |
| 17                                                                            | 015800*N        | 79215  | \$613.06     | 67     | 051267C*N       | 83920  | \$160.00   |
| 18                                                                            | 016650*N        | 78236  | \$85.00      | 68     | 051500*N        | 77494  | \$660.00   |
| 19                                                                            | 017410*N        | 79032  | \$775.00     | 69     | 052520*N        | 77574  | \$494.19   |
| 20                                                                            | 017851*N        | 78449  | \$370.00     | 70     | 052575*N        | 78374  | \$287.70   |
| 21                                                                            | 017900*N        | 78809  | \$85.00      | 71     | 053270*N        | 83697  | \$105.00   |
| 22                                                                            | 019733*N        | 78808  | \$413.99     | 72     | 053360*N        | 78701  | \$462.37   |
| 23                                                                            | 020650*N        | 78924  | \$545.31     | 73     | 053370*N        | 78015  | \$36.06    |
| 24                                                                            | 020704*N        | 78312  | \$85.00      | 74     | 053550*N        | 80910  | \$441.00   |
| 25                                                                            | 020800*N        | 79151  | \$732.50     | 75     | 054555*N        | 79084  | \$320.00   |
| 26                                                                            | 022303*N        | 77619  | \$405.00     | 76     | 054600*N        | 78233  | \$405.00   |
| 27                                                                            | 024500*N        | 78521  | (\$2.62)     | 77     | 054650*N        | 78343  | \$400.00   |
| 28                                                                            | 034108*N        | 77627  | \$78.75      | 78     | 064195*N        | 79127  | \$315.63   |
| 29                                                                            | 034263*N        | 79028  | \$1,469.32   | 79     | 065275*N        | 82125  | \$10.00    |
| 30                                                                            | 034270*N        | 77571  | \$893.76     | 80     | 065375*N        | 78672  | \$630.00   |
| 31                                                                            | 034285*N        | 78623  | \$745.00     | 81     | 065400*N        | 78149  | \$61.44    |
| 32                                                                            | 034400*N        | 78328  | \$85.00      | 82     | 065495*N        | 78890  | \$2.14     |
| 33                                                                            | 035019*N        | 77629  | \$78.75      | 83     | 065498C*N       | 82519  | \$280.00   |
| 34                                                                            | 035720*N        | 79058  | \$310.54     | 84     | 066210C*N       | 83089  | \$160.00   |
| 35                                                                            | 035750*N        | 79174  | \$100.80     | 85     | 066743*N        | 78278  | \$145.00   |
| 36                                                                            | 037630*N        | 78284  | \$160.00     | 86     | 066900*N        | 79092  | \$377.43   |
| 37                                                                            | 040900*N        | 79099  | \$298.75     | 87     | 066920*N        | 78658  | \$471.88   |
| 38                                                                            | 042400*N        | 79013  | \$50.00      | 88     | 067750*N        | 77693  | \$829.23   |
| 39                                                                            | 042640*N        | 79548  | \$51.50      | 89     | 068840*N        | 78151  | \$160.00   |
| 40                                                                            | 042650*N        | 78010  | \$400.00     | 90     | 068870*N        | 78082  | \$355.00   |
| 41                                                                            | 043375*N        | 82524  | \$160.00     | 91     | 070302*N        | 77696  | \$19.68    |
| 42                                                                            | 043400*N        | 77501  | \$722.50     | 92     | 072700C*N       | 79155  | \$370.00   |
| 43                                                                            | 043630C*N       | 78564  | \$160.00     | 93     | 073650*N        | 78628  | \$200.00   |
| 44                                                                            | 044725*N        | 78838  | \$446.88     | 94     | 073900*N        | 78002  | \$250.00   |
| 45                                                                            | 045630*N        | 78314  | \$160.00     | 95     | 074516*N        | 82518  | \$405.00   |
| 46                                                                            | 046220*N        | 78491  | \$485.00     | 96     | 074520*N        | 78463  | \$10.00    |
| 47                                                                            | 046230*N        | 78131  | \$95.00      | 97     | 076180*N        | 78678  | \$157.50   |
| 48                                                                            | 046350*N        | 77649  | \$58.75      | 98     | 076750*N        | 77537  | \$893.76   |
| 49                                                                            | 046450*N        | 77986  | \$102.34     | 99     | 077010*N        | 78050  | (\$105.00) |
| 50                                                                            | 046475*N        | 78169  | \$918.76     | 100    | 077020*N        | 80727  | \$157.50   |



# **Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |           |       |            |
|-----|-----------|-------|------------|
| 101 | 077050*N  | 78363 | \$321.34   |
| 102 | 077200*N  | 78202 | (\$26.25)  |
| 103 | 077525*N  | 78867 | \$250.00   |
| 104 | 078730*N  | 78945 | \$255.00   |
| 105 | 079200*N  | 79134 | \$415.00   |
| 106 | 080250*N  | 79027 | \$171.25   |
| 107 | 083290*N  | 80672 | \$402.50   |
| 108 | 083294C*N | 83919 | \$160.00   |
| 109 | 083295*N  | 78673 | \$500.00   |
| 110 | 083296*N  | 78515 | \$370.00   |
| 111 | 083297*N  | 79089 | \$85.00    |
| 112 | 083700*N  | 79216 | \$250.00   |
| 113 | 084800*N  | 78571 | \$200.00   |
| 114 | 085345*N  | 78581 | \$515.00   |
| 115 | 088300*N  | 81239 | \$230.60   |
| 116 | 088510*N  | 79998 | \$210.00   |
| 117 | 089108*N  | 77735 | \$150.00   |
| 118 | 089140*N  | 78930 | \$643.75   |
| 119 | 089500*N  | 82431 | \$157.50   |
| 120 | 090003*N  | 79713 | \$10.00    |
| 121 | 090005*N  | 78568 | \$183.14   |
| 122 | 090006*N  | 78818 | \$630.00   |
| 123 | 090020*N  | 78508 | \$157.50   |
| 124 | 090470*N  | 78705 | \$170.00   |
| 125 | 090490*N  | 80375 | \$44.44    |
| 126 | 090550*N  | 78620 | \$85.00    |
| 127 | 090580*N  | 78220 | \$450.00   |
| 128 | 090597*N  | 82252 | \$285.00   |
| 129 | 090675*N  | 80576 | \$457.88   |
| 130 | 090700*N  | 78516 | \$283.50   |
| 131 | 090775*N  | 80749 | \$682.50   |
| 132 | 090800*N  | 78199 | \$200.00   |
| 133 | 094035*N  | 81924 | \$545.31   |
| 134 | 094040*N  | 78886 | \$85.00    |
| 135 | 094045*N  | 81957 | \$161.00   |
| 136 | 094050*N  | 78140 | \$250.00   |
| 137 | 094645*N  | 78059 | \$245.00   |
| 138 | 094655*N  | 78081 | \$157.50   |
| 139 | 094845*N  | 80020 | \$446.88   |
| 140 | 094850*N  | 79198 | \$85.00    |
| 141 | 094880*N  | 83285 | \$54.41    |
| 142 | 095600*N  | 78043 | \$328.13   |
| 143 | 097000*N  | 78043 | \$0.00     |
| 144 | 098125*N  | 78371 | \$358.48   |
| 145 | 099455*N  | 80762 | \$220.00   |
| 146 | 099460*N  | 78557 | \$160.00   |
| 147 | 099475*N  | 79008 | \$1,082.76 |
| 148 | 101300C*N | 83087 | \$160.00   |
| 149 | 101312*N  | 77751 | \$2,259.28 |
| 150 | 101315*N  | 79060 | \$277.42   |

|     |           |       |            |
|-----|-----------|-------|------------|
| 151 | 101320*N  | 80064 | \$313.05   |
| 152 | 103225C*N | 79161 | \$115.00   |
| 153 | 103627*N  | 79199 | \$65.63    |
| 154 | 105000*N  | 78868 | \$250.00   |
| 155 | 106810*N  | 78157 | \$665.00   |
| 156 | 107089*N  | 78662 | \$85.00    |
| 157 | 108150*N  | 79189 | \$160.00   |
| 158 | 108315*N  | 78083 | \$105.00   |
| 159 | 108601*N  | 77946 | \$330.00   |
| 160 | 110080*N  | 77912 | \$95.00    |
| 161 | 110140*N  | 82510 | \$317.81   |
| 162 | 110625*N  | 78090 | \$250.00   |
| 163 | 110750*N  | 77779 | \$160.00   |
| 164 | 110880*N  | 78056 | \$150.00   |
| 165 | 111400*N  | 78558 | \$160.00   |
| 166 | 111506*N  | 78060 | \$250.00   |
| 167 | 112850*N  | 77957 | \$500.00   |
| 168 | 112950*N  | 84076 | \$131.25   |
| 169 | 113470C*N | 83103 | \$160.00   |
| 170 | 114540*N  | 78210 | \$200.00   |
| 171 | 114557*N  | 79048 | \$536.60   |
| 172 | 114558*N  | 78806 | \$170.00   |
| 173 | 115500*N  | 81883 | \$235.00   |
| 174 | 116100*N  | 77991 | \$184.96   |
| 175 | 116500*N  | 78273 | \$200.00   |
| 176 | 116660*N  | 78091 | \$157.50   |
| 177 | 117050*N  | 77809 | \$22.84    |
| 178 | 118400*N  | 83659 | \$105.00   |
| 179 | 118875*N  | 78829 | \$85.00    |
| 180 | 118925*N  | 77558 | \$435.00   |
| 181 | 118925A*N | 77559 | \$1.00     |
| 182 | 118950*N  | 78143 | \$30.17    |
| 183 | 119175*N  | 79568 | \$325.00   |
| 184 | 119500*N  | 78200 | \$160.00   |
| 185 | 120970*N  | 82354 | \$481.00   |
| 186 | 122715*N  | 77828 | \$175.00   |
| 187 | 123350*N  | 81527 | \$160.00   |
| 188 | 125150*N  | 78085 | \$335.00   |
| 189 | 125400*N  | 79047 | \$85.00    |
| 190 | 125608*N  | 77959 | \$250.00   |
| 191 | 125660*N  | 82557 | \$598.86   |
| 192 | 125685*N  | 78250 | \$285.00   |
| 193 | 125900*N  | 79018 | \$640.00   |
| 194 | 125972*N  | 78153 | \$245.00   |
| 195 | 126200*N  | 78514 | \$1,006.56 |
| 196 | 126550*N  | 79145 | \$745.00   |
| 197 | 126590*N  | 81143 | \$420.00   |
| 198 | 126880*N  | 77897 | \$250.00   |
| 199 | 126910*N  | 79062 | \$277.42   |
| 200 | 126919*N  | 82377 | \$410.00   |

**Detail Report for Customers with Non Zero Balance As of 09/30/18**

|     |              |              |                    |
|-----|--------------|--------------|--------------------|
| 201 | 126920*N     | 77930        | \$906.26           |
| 202 | 126985*N     | 78346        | \$381.25           |
| 203 | 126995*N     | 78863        | \$512.50           |
| 204 | 128102*N     | 77847        | \$335.00           |
| 205 | 128400*N     | 77557        | \$250.00           |
| 206 | 128800*N     | 78193        | \$85.00            |
| 207 | 129340*N     | 80285        | \$161.00           |
| 208 | 129560*N     | 77500        | \$312.50           |
| 209 | 129580*N     | 83660        | \$105.00           |
| 210 | 129810*N     | 78615        | \$250.00           |
| 211 | 130458*N     | 78548        | \$170.00           |
| 212 | 130464*N     | 79110        | \$370.00           |
| 213 | 130473*N     | 77992        | \$285.00           |
| 214 | 130474*N     | 77993        | \$285.00           |
| 215 | 130942*N     | 77887        | \$160.00           |
| 216 | 130975*N     | 77552        | \$240.00           |
| 217 | 131602*N     | 80812        | \$10.00            |
| 218 | 132100*N     | 78651        | \$280.00           |
| 219 | 132750-C17*N | 77929        | \$160.00           |
| 220 | 132785*N     | 78072        | \$160.00           |
| 221 | 132900*N     | 78448        | \$85.00            |
| 222 | 133200C*N    | 83117        | \$160.00           |
| 223 | 133475*N     | 78171        | \$236.25           |
| 224 | 133825*N     | 77994        | \$277.42           |
| 225 | 133900*N     | 78807        | \$245.00           |
| 226 | 134008*N     | 77858        | \$1,493.01         |
| 227 | 134150*N     | 78357        | \$22.84            |
| 228 | 134200*N     | 77995        | \$245.00           |
| 229 | 134750*N     | 78194        | \$85.00            |
| 230 | 137400*N     | 77534        | \$160.00           |
| 231 | 137450*N     | 80522        | \$190.00           |
| 232 | 137450A*N    | 80563        | \$1.00             |
| 233 | 137512*N     | 78307        | \$1,570.68         |
| 234 | 137514*N     | 77563        | \$210.00           |
| 235 | 137725*N     | 79352        | \$119.46           |
| 236 | 97059*N      | 78883        | \$340.00           |
|     |              | <b>Total</b> | <b>\$70,985.23</b> |





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney

FROM: Michelle R. Grooms, Administration Department Assistant *MG*

DATE: July 25, 2019

RE: Update on Public Information Request

The following information is in response to a discussion, during the Commission Meeting, on the status of public information request. The following is a list of request that I have received and notified of Deputy Town Clerk for processing.

| Date Request Received | Dept/Description of Request                                                                                        | Status                                                 |
|-----------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| 07/14/2019            | Public Wks-Pending request for Utility Records, maps and project on SW 38 Ave.                                     | Completed 7/24/19                                      |
| 07/10/2019            | Business Tax - Pending request for 3 to 5 years billing and payments info for Polo Club Inc.                       | Completed 7/10/19                                      |
| 07/05/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 & 18/19 (est. 7/5/19) -from Career Source Broward | Completed 7/5/19 - Sent to customer 7-22-19            |
| 07/03/2019            | Business Tax - Pending request for Business Tax listing FY 17/18 (est. 7/5/19) -from Davie/CC Chamber of Commerce  | Completed 7/3/19                                       |
| 06/24/2019            | Clerk's Office - Natasha call Sely -Broward League regarding county signature page for agreement. (Est. 6/21/19)   | Clerk's Office responded Info still pending.           |
| 06/24/2019            | Building Dept.- Pending request for floor plan @ 3300 Country Club Ln                                              | Building Dept completed the request on 7/8/19.         |
| 06/18/2019            | Clerk's Office-Natasha pending request from Auditors-list of resolutions (Est. 6/21/19)                            | Clerk's Office sent documents some info still pending. |

Cc: Natasha Joseph, Administrative Services Director





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Interim Finance Director  
FROM: Michelle R. Grooms, Business Tax and Billing Administrator   
DATE: April 30, 2019  
RE: Credit Balance for Sign Variances

The following information is in response to a discussion, during the Commission Meeting, on sign variance accounts with credit balances. The attached list shows the sign variances that are complete and have credit balances. Prior to April 2019, sign variance accounts were marked inactive active when the billing was complete; but a completion inspection is needed to close out the account. On April 24, 2019, each sign variance account was closed out with a completion inspection. As a result these accounts credits can be processed for refund or applied to pending balances due.

The attached list must be approved by the Town Commission before the refunds and/or credit can be processed.

Cc: Natasha Joseph, Administrative Services Director

**List of Sign Variances with Credit Balances in the System as of 4/23/19**

The following accounts have been billed and are complete.  
The remaining credit balances are available for refund.

| Line #                          | Customer # | Business Name                      | App ID | Total Owed          | Local Address        |
|---------------------------------|------------|------------------------------------|--------|---------------------|----------------------|
| 1                               | 008109SV   | PEMBROKE GUN RANGE                 | 79078  | (\$100.00)          | 3140 PEMB RD         |
| 2                               | 037105SV1  | CHECKERS - SIGN VAR                | 83969  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 3                               | 037105SV2  | CHECKERS - SIGN VAR                | 83970  | (\$350.00)          | 4000 HALL BCH BLVD   |
| 4                               | 047075SV   | DOCTORS TOY STORE                  | 78121  | (\$180.00)          | 2512 SW 30 AVE       |
| 5                               | 067511SV   | NOT JUST CARPET-SIGN VAR           | 78934  | (\$340.00)          | 3020 SW 30 AVE       |
| 6                               | 067511SV2  | NOT JUST CARPET                    | 77572  | (\$180.00)          | 3020 SW 30 AVE       |
| 7                               | 073600SV   | HOUSE OF KABOB-SIGN VAR            | 83133  | (\$100.00)          | 3153 HALL BCH BLVD   |
| 8                               | 085302SV   | TRINITY BROADCASTING OF FL         | 88988  | (\$250.00)          | 3300 PEMB RD         |
| 9                               | 088400SV   | M.M. YUKA PARIS, LLC-SIGN VAR      | 77515  | (\$300.00)          | 2930 SW 30 AVE, D    |
| 10                              | 094650SV   | MODERN MIAMI-SIGN VAR              | 77925  | (\$180.00)          | 2050 SW 30 AVE       |
| 11                              | 099455SV   | CRICKET WIRELESS-SIGN VAR          | 83135  | (\$300.00)          | 4520 HALL BCH BLVD   |
| 12                              | 105901SV   | PEMBROKE PARK WAREHOUSES-SIGN VAR  | 77538  | (\$60.00)           | 3150 PEMB RD         |
| 13                              | 105901SV2  | PEMBROKE PK WAREHOUSES- SIGN VAR   | 83136  | (\$180.00)          | 3150 PEMB RD         |
| 14                              | 106706SV   | PEOPLES PAWN & JEWELRY-SIGN VAR    | 89053  | (\$250.00)          | 2910 SW 30 AVE       |
| 15                              | 107080SV   | TOP KITCHEN-SIGN VAR               | 83138  | (\$60.00)           | 2500 SW 30 AVE       |
| 16                              | 108306SV3  | J.W. LEE, INC /SCARLETT'S          | 82834  | (\$250.00)          | 2920 SW 30 AVE       |
| 17                              | 108308SV   | J.W. LEE PROPERTIES LLC - SIGN VAR | 77967  | (\$60.00)           | 2952 SW 30 AVE       |
| 18                              | 110137SV   | WPLG, INC (CHANNEL 10)-SIGN VAR    | 82487  | (\$300.00)          | 3401 W HALL BCH BLVD |
| 19                              | 110137SV2  | WPLG, INC (CHANNEL 10) - SIGN VAR  | 83563  | (\$340.00)          | 3401 W HALL BCH BLVD |
| 20                              | 112350SV   | RACETRAC #491-SIGN VAR             | 78234  | (\$150.00)          | 3031 W HALL BCH BLVD |
| 21                              | 116010SV   | SAFELITE AUTO GLASS-SIGN VAR       | 78376  | (\$220.00)          | 3205 SW 22 ST        |
| 22                              | 121859SV   | SPICE OF LIFE - SIGN VAR           | 83618  | (\$200.00)          | 2940 SW 30 AVE, 1-2  |
| 23                              | 122605SV   | PEMBROKE PARK OWNER LLC - SIGN VAR | 82919  | (\$150.00)          | 1781 S PARK RD       |
| 24                              | 126870SV   | TERZANI USA, INC - SIGN VAR        | 88700  | (\$250.00)          | 2501 SW 56 AVE       |
| 25                              | 133730SV   | WHEAT CAPITAL MGMT-SIGN VAR        | 83140  | (\$100.00)          | 2801 J P LYONS LN    |
| 26                              | 65525SV    | FULL SVC PAIN MGMT-SIGN VAR        | 83143  | (\$207.50)          | 3107 W HALL BCH BLVD |
| 27                              | 70500SV    | TOM HOGAN                          | 83144  | (\$100.00)          | 3002 W HALL BCH BLVD |
| <b>Sub-Total for Line #1-27</b> |            |                                    |        | <b>(\$5,507.50)</b> |                      |

The following accounts have been billed and are complete.  
Please note: That the following account holders have other fees due to the Town -the credit should be applied to the fees due.

| Line #                           | Customer # | Business Name                    | App ID | Total Owed          | Local Address      |
|----------------------------------|------------|----------------------------------|--------|---------------------|--------------------|
| 28                               | 024150SV   | BSH PROPERTY LLC - SIGN VAR      | 83129  | (\$100.00)          | 4520 HALL BCH BLVD |
| *                                | 024170S    | AVI SHLOMO COMMERCIAL CTR - SITE |        |                     |                    |
|                                  |            | BSH PROPERTY LLC                 | 83316  | \$3,630.96          | 2991 SW 32 AVE     |
| 29                               | 049956SV   | ELEGANT HOUSE - SIGN VAR         | 78077  | (\$260.00)          | 1960 SW 30 AVE     |
|                                  | 049956*N   | ELEGANT HOUSE                    | 78940  | \$525.00            | 1960 SW 30 AVE     |
| 30                               | 067750SV   | MULTIMEDIA INNOVATIONS-SIGN VAR  | 79195  | (\$140.00)          | 2250 SW 30 AVE     |
|                                  | 067750*N   | MULTIMEDIA INNOVATIONS           | 77693  | \$829.23            | 2250 SW 30 AVE     |
| 31                               | 094500SV   | MITECH TECHNOLOGY - SIGN VAR     | 87584  | (\$100.00)          | 2520 SW 30 AVE     |
|                                  | 094500     | EYERIDE / MITECH TECHNOLOGY      | 81328  | \$50.00             | 2520 SW 30 AVE     |
| <b>Sub-Total for Line #28-31</b> |            |                                  |        | <b>(\$600.00)</b>   |                    |
| <b>Grand Total</b>               |            |                                  |        | <b>(\$6,107.50)</b> |                    |
| *corrected total                 |            |                                  |        |                     |                    |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |





# TOWN OF PEMBROKE PARK

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

## MEMORANDUM

TO: Town Commission and Town Attorney  
FROM: Michelle R. Grooms, Administration Department Assistant *mg*  
DATE: July 25, 2019  
RE: Update on Status of Minutes

The following information is in response to a discussion, during the Commission Meeting, on the status of minutes per Town Attorney letter dated 5/17/19. The Town Commission approved the hiring of a temporary legal secretary from SNI Staffing Now. SNI Staffing sent Ms. Erica Carter to begin work on June 17, 2019. So far Ms. Carter has completed the following minutes.

### **Completed between June 17, 2019- June 30, 2019**

06-29-2018 (AMENDED) Regular Commission Meeting Minutes.docx  
07-06-2018 (AMENDED) Special Commission Meeting Minutes.docx  
07-13-2018 Special Commission Meeting Minutes.docx  
07-16-2018 Special Commission Meeting Minutes.docx  
07-23-2018 Special Planning and Zoning Board Meeting Minutes.docx  
07-24-2018 Special Commission Meeting Minutes.docx  
08-08-2018 Regular Commission Meeting Minutes.docx

### **Completed between July 1, 2019 – July 24, 2019**

09-05-2018 Workshop Commission Meeting Minutes.docx  
08-23-2018 Regular Code Enforcement Board Meeting Minutes.docx  
09-06-2018 Special Commission Meeting Minutes.docx  
09-12-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Regular Commission Meeting Minutes.docx  
09-18-2018 Special Commission Meeting Minutes.docx  
09-25-2018 Special Commission Meeting Minutes.docx  
10-03-2018 Workshop Commission Meeting Minutes.docx  
10-10-2018 Regular Commission Meeting Minutes.docx  
10-22-2018 Special Commission Meeting Minutes.docx  
10-24-2018 Regular Commission Meeting Minutes.docx  
10-25-2018 Regular Code Enforcement Board Meeting Minutes.docx  
10-30-2018 Citizen Advisory Board Meeting Minutes.docx

Continued on next page ....

Continued from previous page (Update on Status of Minutes)

**Completed between July 1, 2019 – July 24, 2019**

11-01-2018 Workshop Commission Meeting Minutes.docx

11-05-2018 Regular Commission Meeting Minutes.docx

11-20-2018 Special Commission Meeting Minutes.docx

12-12-2018 Regular Commission Meeting Minutes.docx

12-17-2018 Regular Commission Meeting Minutes.docx

12-19-2018 Regular Commission Meeting Minutes.docx

-

07-10-2019 (AMENDED) Regular Commission Meeting Minutes.docx

07-10-2019 (AMENDED) Special Commission Meeting Minutes.docx

These minutes were emailed to the Deputy Town Clerk for review and Ms. Carter continues to work on additional minutes.

Cc: Natasha Joseph, Administrative Services Director





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |

**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



JUST INSURANCE BROKERS  
MAB INSURANCE CONSULTANT INC  
4520 W HALL BCH BLVD, 4  
PEMBROKE PARK FL 33023

## ANNUAL BILLING STATEMENT

ACCOUNT NO.  
081600

DATE  
6/27/2019

**BUSINESS DESCRIPTION**  
INSURANCE AGENCY

**BUSINESS ADDRESS**  
4520 W HALL BCH BLVD, 4

| DATE    | DESCRIPTION                           | AMOUNT |
|---------|---------------------------------------|--------|
| FY 2018 | Penalty Fee / Late Charges            | 250.00 |
|         | - Penalty Fee-Mar 1(Town Code 15-40c) |        |
| FY 2019 | Annual Fire Department Inspection     | 160.00 |
|         | - Date of Insp 06/29/18               |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Date of Re-Insp 10/16/18            |        |
| FY 2019 | Annual Fire Department Inspection     | 85.00  |
|         | - Re-Insp Fee                         |        |
| FY 2019 | Penalty Fee / Late Charges            | 250.00 |
|         | - Mar 1-Penalty Fee(Town Code 15-40c) |        |
| FY 2020 | Business Tax                          | 52.50  |
| FY 2020 | Alarm Registration                    | 10.00  |
| FY 2020 | Certificate Of Use                    | 52.50  |

**ATTENTION!!! IMPORTANT NOTICE:** Payments recieved by the Town will first be applied to the oldest outstanding balances due, if any, on your accounts payable to the Town and then to current account balances due. All outstanding account balances due to the Town must be paid in full prior to receiving a Business Tax Receipt renewal.

**PAY ALL FEES BY SEPT 30th**  
**TO AVOID THE FOLLOWING PENALTIES!!(F.S. 205.053)**  
Oct. 1st - 10% Nov. 1st - 15% Dec. 1st - 20% Jan. 1st - 25%  
**PAST DUE AMOUNT STARTING ON OR AFTER MARCH 1st**  
an additional penalty of \$250.00 will be imposed (P.P. Code 15-40c)

**SUB-TOTAL \$945.00**

**PLEASE PAY \$945.00**

Marc A Bonhomme  
Just Insurance Brokers  
4520 Hallandale Beach BLVD, Pembroke Park, FL 33023  
Phone: 954-639-7809 | Fax: 954-639-7915 | marc.bonhomme@jibinc.net

# Fax

TO: Town of Pembroke Park FROM: Marc A Bonhomme  
FAX: \_\_\_\_\_ PAGES: \_\_\_\_\_  
PHONE: \_\_\_\_\_ DATE: 6/23/19  
RE: Case # 4481 CC: \_\_\_\_\_

☒ Urgent ☐ For review ☐ Please comment ☐ Please reply ☐ Please recycle

Comments:

TO whom It may concern,  
My name is Marc Bonhomme, the owner of MAB Insurance Consultant INC, I am writing this letter in trying to get a break please.  
I would like to inform the ~~board~~ the reason why I have been late with my renewal is because of hardship, my funds have been running low that makes it impossible for me to renew my license, so for this reason, I am asking please to remove the penalties and accept the regular payment.

Sincerely,  
Marc A Bonhomme

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310

**SALES RECEIPT****Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

Sold To **MAB INSURANCE CONSULTANT INC**

4520 W HALL BCH BLVD, STE 4  
HOLLYWOOD, FL 33023  
Phone 0000001590

| Transaction # | Payment Method | Amount   | Sale Date             |
|---------------|----------------|----------|-----------------------|
| 19709         | Money Order    | \$144.45 | 6/27/2019 12:51:32 PM |

| Date Applied | Application # | Qty   | Item                                  | Total    |
|--------------|---------------|-------|---------------------------------------|----------|
| 6/27/2019    | AP-80820      | 52.50 | Business Tax - Deferred Billing       | \$52.50  |
| 6/27/2019    | AP-80820      | 52.50 | Certificate Of Use - Deferred Billing | \$52.50  |
| 6/27/2019    | AP-80820      | 35.00 | Penalty Fee / Late Charges            | \$0.70   |
| 6/27/2019    | AP-80820      | 10.00 | Alarm Registration - Deferred Billing | \$10.00  |
| 6/27/2019    | AP-80820      | 28.75 | Penalty Fee / Late Charges            | \$28.75  |
|              | Total         |       |                                       | \$144.45 |



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                          |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                               |
| Subject:                                          | Report on Inactive Customers FY 17-18                                                                                                    |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff |
| Prepared by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Reviewed by:                                      | Name & Title: Michelle Grooms - Billing Administrator                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                               |
| Approved by Town Attorney:                        | Signature:                                                                                                                               |
| Attachments:                                      | See attachments                                                                                                                          |
| Fiscal Impact:                                    | Reduce the outstanding receivables.                                                                                                      |
| Policy Question(s) for Commission Considerations: |                                                                                                                                          |
| Summary:                                          |                                                                                                                                          |
| Background:                                       |                                                                                                                                          |
| Discussion/Analysis:                              |                                                                                                                                          |
| Options:                                          |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Possible action:                                  |                                                                                                                                          |
| Advantages:                                       |                                                                                                                                          |
| Disadvantages:                                    |                                                                                                                                          |
| Staff Recommendations:                            | Recommending that the record collectable debt and write off non-service related fees                                                     |
| Additional Action Needed:                         | Need policy on how to handle inactive account balances.                                                                                  |



**Town Of Pembroke Park**  
**3150 S.W. 52nd Avenue**  
**Pembroke Park, FL 33023-5413**  
**Phone: (954) 966-4600 EXT:214 Fax: (954) 966-5186**



## STATEMENT

LIFT MASTERS & EQUIPMENT  
LIFT MASTERS & EQUIPMENT INC  
11670 SW 50 CT  
COOPER CITY FL 33330

**ACCOUNT NO.**  
086100

**DATE**  
5/9/2019

**BUSINESS DESCRIPTION**

WHLSE/STORAGE-AUTOMOTIVE EQUIP.

**BUSINESS ADDRESS**  
3130 SW 19 ST, 461

| DATE    | DESCRIPTION                     | CHARGES | BALANCE |
|---------|---------------------------------|---------|---------|
| FY 2019 | Penalty Fee / Late Charges      | 250.00  | 250.00  |
|         | - Penalty Fee(Town Code 15-40c) |         |         |

**Payments not made within thirty (30) days of the billing date are considered LATE; a late payment charge of \$10.00 or two percent (2%) of amount due, whichever greater will be applied and your account may be subject to additional interest fees.**

**SUB-TOTAL** **\$250.00**

**PLEASE PAY** **\$250.00**

7/9/19

TO: TOWN OF PEMBROKE PARK,

MY NAME IS VINCENZO SCIOLINO, I AM THE OWNER  
OPERATOR OF LIFT MASTERS & EQUIPMENT INC. I HAVE BEEN  
PART OF THIS COMMUNITY FOR MANY YEARS, I RECENTLY  
RELOCATED AND WAS UNABLE TO RECEIVE ANY FORWARDING  
NOTIFICATION IN REGARDS TO MY BUSINESS. WITHIN  
THAT TIME I INQUIRED A LATE FEE, PLEASE TAKE  
INTO CONSIDERATION I WAS NOT INFORMED,  
IS IT AT ALL POSSIBLE TO WAIVE LATE FEES

THANK YOU IN ADVANCE



LIFT MASTERS & EQUIPMENT  
(754) 581-2428

ACCOUNT #

086100

## Town of Pembroke Park

3150 SW 52nd Ave  
Pembroke Park, FL, 33023  
Phone (954) 966-4600  
Fax (954) 966-5310



## SALES RECEIPT

**Town of Pembroke Park**

3150 SW 52nd Ave  
Pembroke Park FL, 33023  
Phone (954) 966-4600 x211  
Fax (954) 966-5310

Sold To **LIFT MASTERS & EQUIPMENT, INC**

3130 SW 19 ST, UNIT 461  
PEMBROKE PK, FL 33009  
Phone 0000002534

| Transaction # | Payment Method | Amount   | Sale Date           |
|---------------|----------------|----------|---------------------|
| 19564         | Money Order    | \$464.47 | 5/7/2019 2:40:31 PM |

| Date Applied | Application # | Qty    | Item                                  | Total           |
|--------------|---------------|--------|---------------------------------------|-----------------|
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$31.50         |
| 5/7/2019     | AP-82013      | 160.00 | Annual Fire Department Inspection     | \$128.50        |
| 5/7/2019     | AP-82013      | 23.15  | Penalty Fee / Late Charges            | \$23.15         |
| 5/7/2019     | AP-82013      | 52.50  | Certificate Of Use - Deferred Billing | \$52.50         |
| 5/7/2019     | AP-82013      | 157.50 | Business Tax - Deferred Billing       | \$157.50        |
| 5/7/2019     | AP-82013      | 71.32  | Penalty Fee / Late Charges            | \$71.32         |
|              | <b>Total</b>  |        |                                       | <b>\$464.47</b> |





**TOWN OF PEMBROKE PARK**  
BUILDING DEPARTMENT  
3150 SW 52<sup>ND</sup> Avenue  
Pembroke Park, FL 33023  
Office 954-966-4600 • Fax 954-966-5310

**MEMORANDUM NO.: 19-008**

DATE: August 2, 2019  
TO: Todd V. Larson, Public Services Director  
FROM: Miguel A. Núñez, Building Official   
RE: **MONTHLY STATUS REPORT – JULY 2019**

---

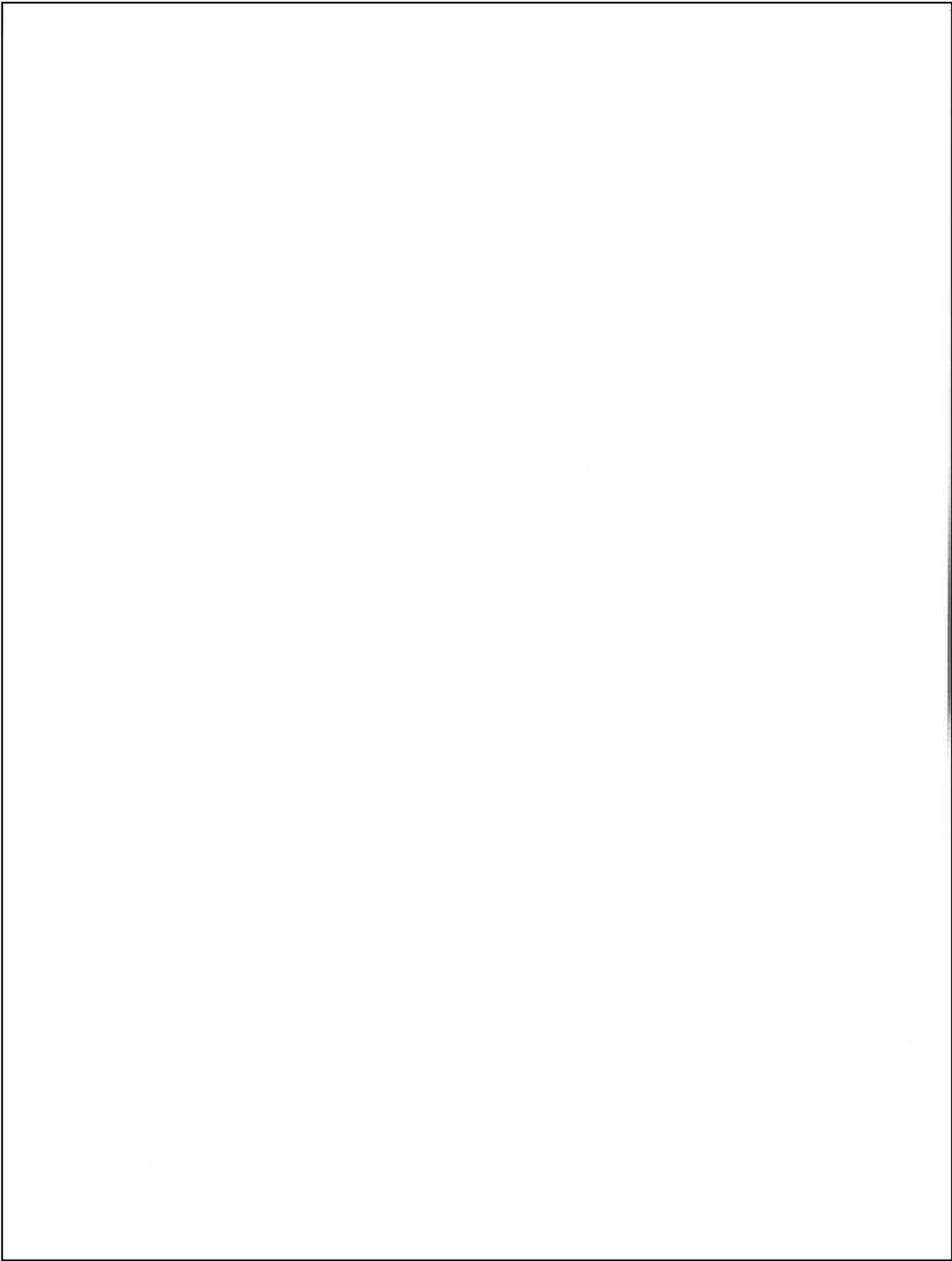
At this time, I would like to submit the Building Department Monthly Status Report for the above referenced period (attached).

As always, if you have further questions or comments, do not hesitate to contact me at your earliest convenience.

Respectfully submitted.

Cc: Natasha Joseph, Assistant Town Manager / Deputy Town Clerk  
Harry Taubenfeld, Finance and Budget Director  
File.





## Building Department

### Monthly Status Report

July 2019

#### Summary:

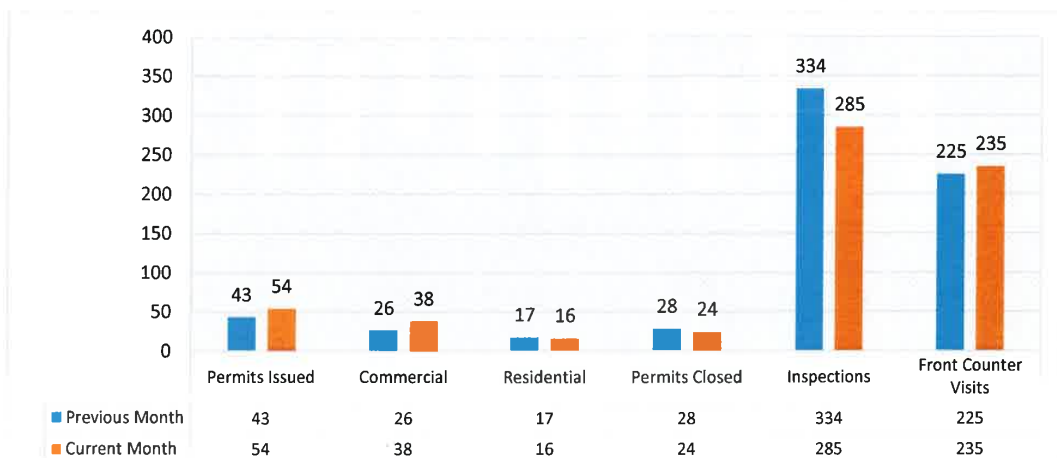
During this reporting period (July 01, 2019 to July 31, 2019) the Building Department continued to strive in providing the best customer service of any Building Department in Broward County, and staff had received praise from our developers, contractors and residents.

In addition, the administrative staff have started steps to achieve an organized structure in the administrative and inspections units by the development of the following initiatives:

- Proposed to move the inspection unit from "Independent Contractors" to "Part-Time" employees, as this will allow us to stabilize the budget, while generating expenditure reduction within the Building Department.
- Created a draft for a proposed change in the Floodplain Ordinances, which will assist in obtaining additional points in the Community Rating System (CRS), which may result in savings in the Flood Insurance Premiums to our property owners (residential and commercial).
- Additional procedures and regulatory clarifications were issued by the Building Official with the intent to reduce the confusions in plans review and inspection results status, and clarification in permitting needs for parking areas.

Furthermore, we have increased the cooperation between the Fire Prevention Unit and the Building Department and synchronizing the inspections process with coordinated (join) inspections for the customers benefit and time waste reduction.

#### By the Numbers:



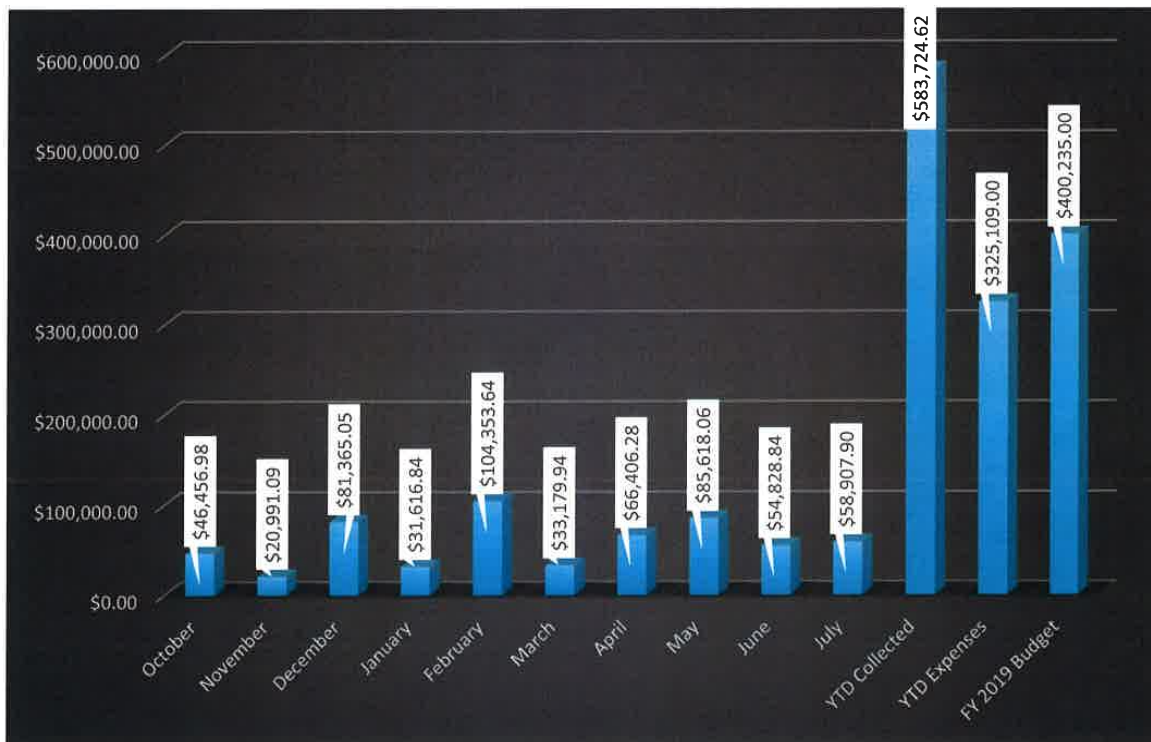
During this reporting period the Building Department has increased the number of permits issued, and front counter visits from the previous reported period. Also, as noted above other areas has remained similar from the previous month. Thus, we can conclude, that in the next period some areas will increased as a result of the number of permits issued.

### Revenue:

During this reporting period the Building Department associated disciplines (Structural, Electrical, Plumbing and Mechanical) have collected \$58,907.90, which represents a 6.92% increase from the previous month.

In addition, we can inform that as of-to-date the Building Department revenue of \$583,724.62, represents a 31.43% surplus; while as of June 2019 the expenses of \$325,109.00 represents an 81% to the adopted FY2019 budget

Therefore, based in the above observations, staff is currently identifying alternatives for future permit fees reduction as per State Statutes. In addition, see chart below for graphical information:



### Large Construction Projects Summary:

|  |             |             |           |           |
|--|-------------|-------------|-----------|-----------|
|  | Not Started | In Progress | No Action | Completed |
|--|-------------|-------------|-----------|-----------|

| Status | Project                   | Description                | Notes                                                                                                                                             |
|--------|---------------------------|----------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
|        | <b>Seneca Town Center</b> |                            |                                                                                                                                                   |
|        | <b>Building 1</b>         | Building Shell (Structure) | Completed.<br>Certificate of Completion (CC) issued on June 21 <sup>st</sup> , 2019                                                               |
|        | <i>Unit 100</i>           | Tenant Improvement         | Completed.<br>Certificate of Occupancy (CO) issued on June 21 <sup>st</sup> , 2019                                                                |
|        | <i>Unit 800</i>           | Tenant Improvement         | Currently under the inspections process.                                                                                                          |
|        | <b>Building 2</b>         | Not Submitted              | Contact has been made with the Developer, Architect and their Contractor. Thus, it appears the permit will be submitted in September/October 2019 |
|        | <b>Building 3</b>         | Not Submitted              | Contact has been made with the Developer, Architect and their Contractor. Thus, it appears the permit will be submitted in September/October 2019 |
|        | <b>Building 4</b>         | Building Shell (Structure) | Currently being evaluated for completion and the Certificate of Completion (CC) is expected to be issued on or around Mid-August 2019.            |
|        | <i>Unit 100</i>           | Tenant Improvement         | Currently under the inspections process.                                                                                                          |
|        | <i>Unit 300</i>           | Tenant Improvement         | Currently under the inspections process.                                                                                                          |
|        | <i>Unit 400</i>           | Tenant Improvement         | Currently under the inspections process.                                                                                                          |
|        | <b>Coca-Cola</b>          | Various Improvements       | Currently under the inspections process.                                                                                                          |
|        | <b>Value Store It</b>     | 6 Story Storage Building   | Currently being evaluated for completion and the Certificate of Occupancy (CC) is expected to be issued on or around Mid-August 2019.             |
|        | <b>Pembroke Plaza</b>     | Shopping Center Building   | Application for permit was submitted on July 23 <sup>rd</sup> , 2019; and currently is under the plans review process.                            |

**Additional Comments:**

In addition to the above reported items, the Building Department has processed numerous additions, renovations, alterations for the Single-Family Residences (SFR), Townhomes (TH); Commercial Tenant Improvements (TI), and Mobile Homes (MH) for repairs and new installations.



## CITY OF PARKLAND

### CITY CLERK'S OFFICE

6600 University Drive

Parkland, Florida 33067

Office: (954) 753-5040 • Fax: (954) 341-5161

[www.cityofparkland.org](http://www.cityofparkland.org)



March 7, 2017

Calvin, Giordano & Associates, Inc.

Attn: Dennis Giordano

1800 Eller Drive, Suite, 600

Fort Lauderdale, FL 33316

Re: Contract for Building Plan Review & Inspections

Enclosed please find one fully executed agreement, between the City of Parkland and Calvin, Giordano & Associates, Inc. for building Plan Review & Inspection Services.

Should you have any questions, please feel free to contact our office at 954-757-4132.

Sincerely,

Jennifer Johnson  
City Clerk

Enc: Resolution 2017-08

*cc: Jesus - original*  
*cc Norm*



RESOLUTION NO. 2017-08

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PARKLAND, FLORIDA TO APPROVE THE RANKING OF THE TOP THREE (3) FIRMS REQUEST FOR QUALIFICATION 2017-08 TO PROVIDE BUILDING PLAN REVIEW AND INSPECTION SERVICES ON AN AS NEEDED BASIS AND TO AUTHORIZE THE APPROPRIATE CITY OFFICIAL TO NEGOTIATE AND EXECUTE CONTRACTS WITH THE THREE (3) TOP RANKED FIRMS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the City of Parkland ("City") purchasing guidelines, the City advertised the Request for Qualification ("RFQ") #2017-08 entitled, for the purposes of having pre-qualified firms to provide building plan examination and inspection services on an as needed basis; and

WHEREAS, a total of three (3) proposals were received attached on "Exhibit A"; and

WHEREAS, an Evaluation Committee consisting of the Director of Development Service/City Engineer, Director of Public Works and Interim Building Official was then appointed to review the three (3) proposals using the criteria set forth in the RFQ; and

WHEREAS, the three (3) firms were then brought in for evaluation and ranking of the proposals by the Evaluation Committee; and

WHEREAS, upon conclusion of the evaluation meeting, the Evaluation Committee members ranked the firms as follows:

|   | Company Name                        |
|---|-------------------------------------|
| 1 | Calvin Giordano and Associates Inc. |
| 2 | CAP Government Inc.                 |
| 3 | Bureau Veritas                      |

WHEREAS, the City's procurement process dictates that final ranking of RFQ is performed by the City Commission; and

WHEREAS, after consideration of the Evaluation Committee ranking and information provided within the RFQ, the City Commission hereby ranks the proposal as follow:

|   | Company Name                        |
|---|-------------------------------------|
| 1 | Calvin Giordano and Associates Inc. |
| 2 | CAP Government Inc.                 |
| 3 | Bureau Veritas                      |

WHEREAS, staff recommends that the City utilize the services of the three (3) firms for the purposes of ensuring the City is in the best position to meet the resident's needs; and

WHEREAS, upon final ranking approval, the City Commissioner authorizes the Appropriate City Official to negotiate and execute contracts with the top (3) ranked firms.

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

45 **OF PARKLAND, FLORIDA AS FOLLOWS:**

46  
47 **Section 1.** The foregoing "WHEREAS" clauses are confirmed and ratified as being true  
48 and correct and are hereby incorporated herein. All exhibits attached hereto are hereby  
49 incorporated herein.

50  
51 **Section 2.** The City Commission hereby adopts the ranking of the top three (3) ranked  
52 firms according to the order as outline in "Exhibit B" attached hereto.

53  
54 **Section 3.** In the event that the City Manager and any top three (3) ranked firms are  
55 unable to mutually agree on terms, conditions and fees, the City Manager is hereby to  
56 discontinue negotiation with such firm.

57  
58 **Section 4.** All agreements shall be reviewed and approved by the City Attorney prior to  
59 the City's execution.

60  
61 **Section 5.** This Resolution effective immediately upon adoption.

62  
63  
64 PASSED AND ADOPTED THIS 15th DAY OF February, 2017.

65  
66  
67 **CITY OF PARKLAND, FLORIDA**

68  
69  
70   
71 **CHRISTINE HUNSCHOFSKY**  
72 **MAYOR**

73 ATTEST:

74  
75   
76 **JENNIFER JOHNSON**  
77 **CITY CLERK**



**Certified to be a true and correct copy  
of the document on file**

**with The City of Parkland, FL**  
By   
City Clerk  
Date 3-7-17



**AGREEMENT BETWEEN**

**CITY OF PARKLAND**

**AND**

**(CALVIN, GIORDANO & ASSOCIATES, INC.)**

**FOR**

**BUILDING PLAN REVIEW AND INSPECTION SERVICES**

***February 2017***



**6600 University Drive, Parkland, Florida 33067**

**(954)753-5040**



**INDEX**  
**BUILDING PLAN REVIEW AND INSPECTION SERVICES**

| ARTICLE NO. | TITLE                                                |
|-------------|------------------------------------------------------|
| 1           | DEFINITIONS AND IDENTIFICATIONS                      |
| 2           | PREAMBLE                                             |
| 3           | SCOPE OF SERVICES                                    |
| 4           | TIME FOR PERFORMANCE                                 |
| 5           | COMPENSATION AND METHOD OF PAYMENT                   |
| 6           | ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES |
| 7           | CITY'S RESPONSIBILITIES                              |
| 8           | MISCELLANEOUS                                        |
|             | 8.1 OWNERSHIP OF DOCUMENTS                           |
|             | 8.2 TERMINATION                                      |
|             | 8.3 RECORDS                                          |
|             | 8.4 EQUAL OPPORTUNITY EMPLOYMENT                     |
|             | 8.5 PUBLIC ENTITY CRIMES ACT                         |
|             | 8.6 NO CONTINGENT FEE                                |
|             | 8.7 SUBCONSULTANTS                                   |
|             | 8.8 ASSIGNMENT                                       |
|             | 8.9 AUTHORIZED REPRESENTATIVE                        |
|             | 8.10 INDEMNIFICATION OF CITY                         |
|             | 8.11 INSURANCE                                       |
|             | 8.12 REPRESENTATIVE OF CITY AND CONSULTANT           |
|             | 8.13 ALL PRIOR AGREEMENTS SUPERSEDED                 |
|             | 8.14 NOTICES                                         |
|             | 8.15 TRUTH-IN-NEGOTIATION CERTIFICATE                |

**EXECUTION PAGE**

CITY  
CONSULTANT

**EXHIBITS**

EXHIBIT "A" SCOPE OF SERVICE  
EXHIBIT "B" RATE FEE SCHEDULE

---

Agreement Between





**CITY OF PARKLAND  
and  
(CALVIN, GIORDANO & ASSOCIATES, INC.)**

for

**BUILDING PLAN REVIEW AND INSPECTION SERVICES**

---

This is an agreement between the CITY OF PARKLAND, a municipal corporation of the State of Florida, (hereinafter the "CITY");

**AND**

**CALVIN, GIORDANO & ASSOCIATES, INC., its successors and assigns, (hereinafter the "CONSULTANT").**

WITNESSETH, in consideration of the mutual terms and conditions, promises, covenants and payments herein after set forth, CITY and CONSULTANT agree as follows:

**ARTICLE 1 - DEFINITIONS AND IDENTIFICATIONS**

**For the purposes of this Agreement and the various covenants, conditions, terms and provisions which follow, the definitions and identifications set forth below are assumed to be true and correct and are agreed upon by the parties.**

**1.1 - COMMISSION:** The City Commission of the City of Parkland, which is the governing body of the municipal government created by the Parkland City Charter.

**1.2 - CONSULTANT:** CALVIN, GIORDANO & ASSOCIATES, INC., is the consultant selected to perform the services pursuant to this Agreement.

**1.3 - CONTRACT ADMINISTRATOR:** Hereinafter defined as The Building Official, or his/her designee. In the administration of this Agreement, as contrasted with matters of policy, all parties may rely upon instructions or determinations made by the Contract Administrator.

**1.4 - CONSULTANT:** The person, firm, corporation or other entity who enters into an agreement with CITY to perform the construction work for the Tasks.

**1.5 - CITY:** City of Parkland, a municipal corporation of the State of Florida.

**1.6 - NOTICE TO PROCEED:** A written notice to proceed with the Tasks issued by the CONTRACT ADMINISTRATOR.

**1.7 - TASKS:** On-going Building Plan Review and Inspection Services.

**ARTICLE 2 - PREAMBLE**

**2.1** Negotiations pertaining to the services to be performed by CONSULTANT were undertaken between CONSULTANT and CITY as authorized by the Commission, and this Agreement incorporates the results of such negotiations.

**2.2** CONSULTANT is one of three building plan review and inspection consultants the CITY may choose for the services set forth herein and shall have no expectation or property rights in receiving any CITY



work.

- 2.3 CONSULTANT shall serve as an independent consultant and is not an employee or agent of CITY.

### **ARTICLE 3 - SCOPE OF SERVICES**

- 3.1 CONSULTANT shall provide professional building plan review and inspection consulting services as described in Exhibit "A", attached, hereto and made a part thereof.
- 3.2 CONSULTANT agrees to meet with CITY at reasonable times and with reasonable notice.

### **ARTICLE 4 – TERM AND TIME FOR PERFORMANCE**

- 4.1 The term of this Agreement shall be for a period of three (3) years. The CITY may renew the Agreement(s) for one successive two year renewal option, subject to acceptance by CONSULTANT, and satisfactory performance and determination by CITY that renewal will be in the best interest of the CITY. This Agreement may be terminated as set forth in Section 8.2 below.
- 4.2 CONSULTANT shall start to perform the services described in Exhibit "A" upon issuance of Notice to Proceed, and services shall be completed on a task to task basis. The time of completion of each task shall be stipulated on each work authorization based on the complexity of each assignment.
- 4.3 Prior to beginning the performance of any services under this Agreement, CONSULTANT must receive a NOTICE TO PROCEED. CONSULTANT must receive written approval from the CONTRACT ADMINISTRATOR prior to beginning the performance of services in this Agreement.
- 4.4.1 The decision to employ the CONSULTANT on any tasks or task shall be within the sole and absolute discretion of the CITY.

### **ARTICLE 5 - COMPENSATION AND METHOD OF PAYMENT**

#### **5.1 - GENERAL**

CITY agrees to pay CONSULTANT as compensation for its all inclusive services including all reimbursable, and miscellaneous work under the terms of this Agreement. The fee for the services to be performed by CONSULTANT including all costs, expenses and fees, including reimbursable is to be paid on an hourly basis for direct salary costs of personnel working on the tasks.

#### **5.2 - BILLING COSTS**

The term billing costs as used herein shall mean the hourly rate as shown on Exhibit "B", attached hereto and made a part hereof, paid to all personnel engaged directly on the TASKS including, but not limited to, principals, architects, engineers, draftsmen and clerks, which includes the following: 1) a fringe benefits factor which includes sick leave, vacation, holiday, unemployment, excise and payroll taxes, contributions for social security, unemployment compensation insurance, retirement benefits, and medical and insurance benefits; 2) an overhead factor; and 3) an operating profit margin. Said billing costs are to be used only for time directly attributable to the TASKS. A detailed breakdown of these costs shall be kept current and readily accessible to CITY. All such records shall be considered public record and shall be preserved as required by Chapter 119, Florida Statutes.

The hourly rates shown on Exhibit "B" shall hold firm for the term of the Agreement. However, should CITY and CONSULTANT choose to renew this Agreement as provided for in Section 4.1 hereof, CONSULTANT may adjust rates based on the increase in the Consumer Price Index for the southeast region of the United States for the previous one year period.

#### **5.3 - METHOD OF BILLING AND PAYMENT**





5.3.1 CONSULTANT may submit bills at the completion and approval of each task or for partial completion of each task on a pro rata basis. However, requests for payment shall not be made more frequently than on a monthly basis. All bills for payment shall designate the nature of the work performed.

5.3.2 CITY shall pay CONSULTANT within thirty (30) calendar days after approval of CONSULTANT'S correct statement by CONTRACT ADMINISTRATOR.

5.4 - PAYMENT WILL BE MADE TO CONSULTANT AT:

DENNIS GIORDANO  
CALVIN, GIORDANO & ASSOCIATES, INC.  
1800 ELLER DRIVE, SUITE 600  
FORT LAUDERDALE, FLORIDA 33316

#### **ARTICLE 6 – ADDITIONAL SERVICES AND CHANGES IN SCOPE OF SERVICES**

6.1 CITY may request changes that would increase, decrease, or otherwise modify the Scope of Services to be provided under this Agreement. Such changes must be made in writing prior to any deviation from the terms of this Agreement including the initiation of any additional services. CITY shall compensate CONSULTANT for such additional services on the basis provided for in Section 5.2 hereof.

#### **ARTICLE 7- CITY'S RESPONSIBILITIES**

- 7.1 CITY shall furnish to CONSULTANT available data including existing plans; property boundary, easement, and rights-of-way sketches. CONSULTANT shall be responsible for authenticating information and securing any additional data required for the performance of consultant services.
- 7.2 CITY shall arrange for access to and make all provisions for CONSULTANT to enter upon public and private property as required for CONSULTANT to perform its services.
- 7.3 CITY shall examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by CONSULTANT, and may obtain advice of an attorney, insurance counselor and other consultants as CITY deems appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of CONSULTANT.
- 7.4 CITY shall give prompt written notice to CONSULTANT whenever CITY observes or otherwise becomes aware of any development that affects the scope or timing of CONSULTANT'S services.

#### **ARTICLE 8 – MISCELLANEOUS**

##### **8.1 – OWNERSHIP OF DOCUMENTS**

Drawings, CAD files, specifications, designs, models, photographs, reports, surveys and other data provided in connection with this Agreement are and shall remain the property of CITY whether or not the TASKS for which they are made is completed. In reusing documents CONSULTANT shall remove all references to the name City of Parkland.

All documents, including but not limited to drawings, specifications and data or programs stored electronically, prepared by the CONSULTANT are related exclusively to the services described herein. They are not intended or represented to be suitable for partial use or reuse by the CITY or others on extensions of these tasks or on any other tasks. Any modifications made by the CITY to any of the CONSULTANT's documents, including without limitation the partial use of the CONSULTANT's documents, or any reuse without written



verification or adaption by the CONSULTANT to specific purposes intended will be at the CITY's sole risk and without liability or legal exposure to the CONSULTANT

## **8.2 – TERMINATION**

This Agreement may be terminated by either party for cause upon 15 days written notice. The notice shall set forth the grounds for cause. The City may, at any time terminate this agreement without cause for convenience upon 20 days written notice. In the event of termination for convenience, CONSULTANT shall be paid its compensation for services performed to termination date including costs associated with reproducing and/or returning files, materials, and documents as requested by the CITY.

In the event that CONSULTANT abandons this Agreement or causes it to be terminated by CITY, CONSULTANT shall indemnify CITY against any loss pertaining acts prior to termination. Additionally, in the event of any termination of the agreement Consultant shall have the obligation to assist the City in effecting a smooth transition to another Building Plan Review and Inspection Services Consultant. All finished or unfinished documents, data, studies, surveys, drawings, CAD files, maps, models, photographs and reports prepared by CONSULTANT shall become the property of CITY and shall be delivered within five (5) calendar days by CONSULTANT to CITY after receipt of payment therefore as enumerated in Section 8.2.

## **8.3 – RECORDS**

CONSULTANT shall comply with Chapter 119, the Public Records Act. IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT City Clerk, Office of the City Clerk, 6600 University Drive, Parkland, FL 33067; (954) 757-4132; [cityclerk@cityofparkland.org](mailto:cityclerk@cityofparkland.org)

CONSULTANT shall keep such records and accounts and require any and all consultants and sub-consultants to keep records and accounts as may be necessary in order to record complete and correct entries as to personnel hours charged to the TASKS and any expenses for which CONSULTANT expects to be reimbursed.

Such books and records will be available at all reasonable times for examination and audit by CITY and shall be kept for a period of three (3) years after the completion of all work to be performed pursuant to this Agreement. Incomplete or incorrect entries in such books and records will be grounds for CITY'S disallowance of any fees or expenses based upon such entries.

## **8.4 – EQUAL OPPORTUNITY EMPLOYMENT**

CONSULTANT agrees that it will not discriminate against any employee or applicant for employment for work under this Agreement because of race, color, religion, sex, age, national origin, disability and will take affirmative steps to ensure that applicants are employed and employees are treated during employment without regard to race, color, religion, sex, age, national origin or disability. This provision shall include, but not be limited to, the following: employment upgrading, demotion or transfer; recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeships.

## **8.5 – PUBLIC ENTITY CRIMES ACT**

In accordance with Section 287.133, Florida Statutes, CONSULTANT, through execution of this agreement, certifies that it is not listed on the convicted vendors list maintained by the State of Florida Department of General Services.

## **8.6 – NO CONTINGENT FEE**

- a. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for CONSULTANT, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual or firm, other than a bona





vide employee working solely for CONSULTANT any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award or making of this Agreement. For the breach or violation of this provision, CITY shall have the right to terminate the Agreement without liability and at CITY'S sole discretion, to deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration.

- b. Through execution of this agreement CONSULTANT agrees that it will not accept assignments from other entities to perform work within the corporate limits of the City. Additionally, CONSULTANT will endeavor to eliminate any situations that would create any conflicts of interest with regard to its performance of work under this agreement.

#### **8.7 - SUBCONSULTANT**

In the event CONSULTANT, during the term of this Agreement, requires the services of any sub-consultants or other professional associates in connection with services covered under this Agreement, CONSULTANT must secure the prior written approval of the Contract Administrator.

#### **8.8 - ASSIGNMENT**

This Agreement, or any interest herein, shall not be assigned, transferred or otherwise encumbered by CONSULTANT, under any circumstances, without the prior written consent of CITY.

#### **8.9 – AUTHORIZED REPRESENTATIVE**

CONSULTANT hereby appoints **NORM BRUHN** as its authorized representative.

#### **8.10 - INDEMNIFICATION OF CITY**

8.10.2 CONSULTANT shall at all times hereafter, indemnify and hold harmless and defend CITY, its agents, officers and employees from and against liabilities, claims, causes of action, damages, losses and costs, including but not limited to, reasonable attorneys' fees, to the extent such were caused by the negligence, recklessness, or intentional wrongful conduct of CONSULTANT and any other persons employed or utilized by CONSULTANT in the performance of services under this Agreement.

8.10.2 CONSULTANT acknowledges and agrees that CITY would not enter into this contract without this indemnification of CITY by CONSULTANT, and that CITY'S entering into this contract shall constitute good and sufficient consideration for this indemnification, further 1% of all payments shall be deemed compensation for this indemnity. These provisions shall survive the expiration or earlier termination of this Contract. Nothing in this Contract shall be construed to affect in any way the CITY'S rights, privileges, and immunities as set forth in Florida Statutes 768.28.

#### **8.11 - INSURANCE**

CONSULTANT shall provide, pay for and maintain in force at all times during the services to be performed, such insurance, including Workers' Compensation Insurance, Employer's Liability Insurance, Comprehensive General Liability Insurance and Professional Liability Insurance.

Such policy or policies shall be issued by United States Treasury approved companies authorized to do business in the State of Florida and having agents upon whom service of process may be made in the State of Florida. CONSULTANT shall specifically protect CITY by naming the CITY OF PARKLAND as additional insured under the Comprehensive General Liability Insurance Policy hereinafter described. The Professional Liability Insurance Policy or certificate shall reference these TASKS.

8.11.1 Professional Liability Insurance: The limits of liability provided by such policy shall be no less



than One Million (\$1,000,000) Dollars for single occurrence and Two Million (\$2,000,000) Dollars in the aggregate

- 8.11.2 Worker's Compensation Insurance to apply for all employees in compliance with the Workers Compensation Law of the State of Florida and all applicable federal laws.

Notice of Cancellation and/or Restriction: The policy(ies) must be endorsed to provide CITY with thirty (30) days notice of cancellation and/or restriction.

- 8.11.3 Comprehensive General Liability Insurance with minimum limits of One Million Dollars (1,000,000) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability.

Coverage must be afforded on a form no more restrictive than the latest edition of the Comprehensive General Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office, and must include:

Premises and/or Operations.

Independent CONSULTANTS.

Broad Form Property Damage.

Broad Form Contractual Coverage applicable to this specific Agreement.

Personal Injury Coverage with Employee and Contractual Exclusions removed with minimum limits of coverage equal to those required for Bodily Injury Liability and Property Damage Liability.

The CITY OF PARKLAND is to be named as additional insured with respect to liability arising out of operations performed for CITY by or on behalf of CONSULTANT or acts or omissions of CONSULTANT in connection with such operation.

Notice of Cancellation and/or Restriction: The policy(ies) must be endorsed to provide CITY with thirty (30) days notice of cancellation and/or restriction.

- 8.11.4 Business Automobile Liability Insurance with minimum limits of Five Hundred Thousand Dollars (\$500,000.00) per occurrence combined single limit for Bodily Injury Liability and Property Damage Liability. Coverage must be afforded on a form no more restrictive than the latest edition of the Business Automobile Liability Policy, without restrictive endorsements, as filed by the Insurance Services Office and must include:

Owned vehicles.

Hired and non-owned vehicles.

Employers' non-ownership.

Notice of Cancellation and/or Restriction: The policy(ies) must be endorsed to provide CITY with thirty (30) days notice of cancellation and/or restriction.

- 8.11.5 CONSULTANT shall provide to CITY prior to the issuance of the NOTICE TO PROCEED a Certificate of Insurance or a copy of all insurance policies required by Section 8.10 including any subsection thereunder. CITY reserves the right to require a certified copy of such policies upon request. All endorsements and certificates shall state that CITY shall be given thirty (30) days notice prior to expiration or cancellation of the policy.

## 8.12 - REPRESENTATIVE OF CITY AND CONSULTANT



8.12.1 The parties recognize that questions in the day-to-day conduct of the TASKS will arise. The CONTRACT ADMINISTRATOR, upon CONSULTANT'S request, shall advise CONSULTANT in writing of one (1) or more CITY employees to whom all communications pertaining to the day-to-day conduct of the TASKS shall be addressed.

8.12.2 CONSULTANT has informed CONTRACT ADMINISTRATOR that **NORM BRUHN**, will be CONSULTANT'S representative to whom matters involving the conduct of the TASKS shall be addressed.

#### **8.13- ALL PRIOR AGREEMENTS SUPERSEDED**

This document incorporates and includes all prior negotiations, correspondence, conversations, agreements or understandings applicable to the matters contained herein; and the parties agree that there are no commitments, agreements or understandings concerning the subject matter of this Agreement that are not contained in this document. Accordingly, the parties agree that no deviation from the terms hereof shall be predicated upon any prior representations or agreements whether oral or written.

It is further agreed that no modification, amendment or alteration in the terms or conditions contained herein shall be effective unless contained in a written document.

#### **8.14 - NOTICES**

Whenever either party desires to give notice unto the other, such notice must be in writing, sent by registered United States mail, return receipt requested, addressed to the party for whom it is intended at the place last specified; and the place for giving of notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this paragraph.

For the present, the parties designate the following as the respective places for giving of notice:

**FOR CITY OF PARKLAND**  
WILLIAM TRACY  
BUILDING OFFICIAL  
CITY OF PARKLAND  
6600 UNIVERSITY DRIVE  
PARKLAND, FL 33067

**WITH A COPY TO:**  
ANDREW MAURODIS  
CITY ATTORNEY  
CITY OF PARKLAND  
6600 UNIVERSITY DRIVE  
PARKLAND, FL 33067

**FOR CONSULTANT:**  
DENNIS GIORDANO  
CALVIN, GIORDANO & ASSOCIATES, INC.  
1800 ELLER DRIVE, SUITE 600  
FORT LAUDERDALE, FLORIDA 33316

#### **8.15 - TRUTH-IN-NEGOTIATION CERTIFICATE**

Signature of this Agreement by CONSULTANT shall act as the execution of a truth-in-negotiation certificate stating that wage rates and other factual unit costs supporting the compensation of this Agreement are accurate, complete, and current at the time of contracting. The original contract price and any additions thereto shall be adjusted to exclude any significant sums by which CITY determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustment shall be made within one (1) year following the end of this Agreement.



City of Parkland



Building Department

IN WITNESS WHEREOF, the parties hereto have set their hands and official seals this 15<sup>th</sup> day of March, 2017.

**CITY OF PARKLAND,**  
A municipal corporation  
of the State of Florida

ATTEST:

Jennifer Johnson  
CITY CLERK, JENNIFER JOHNSON

BY:

Nancy Morando

CITY MANAGER, NANCY MORANDO



ENDORSED AS TO FORM & LEGALITY:

[Signature]  
CITY ATTORNEY

**CONSULTANT:**

(CORPORATE SEAL)

BY:

[Signature]  
Signature

**WITNESSES:**

Dawn Hopkins  
[Signature]

Chris Giordano  
Typed Name

Treasurer  
Title

SWORN TO and SUBSCRIBED before me this 14 day of February, 2017.



(Seal)

Sara R. Blumkin  
My Commission Expires:

Notary Public





## **EXHIBIT "A"**

### **SCOPE OF SERVICES**

The scope of services requested via the terms of solicitation for RFQ 2017-08

- Building Official
- Assistant Building Official
- Structural inspections and plan examination services
- Electrical inspections and plan examination services
- Mechanical inspections and plan examination services
- Plumbing inspections and plan examination services
- Floodplain Management
- Landscaping inspections and plan examination services
- Zoning inspections and plan examination services
- Engineering inspections and plan examination services

The City also requested a last rate item for permit technician assistance. All services reordered shall be on an as needed basis and of Florida Statutes 468, Part XII, and Broward County Administrative Provisions to the 5th Edition (2014) Florida Building Code.



**EXHIBIT "B"**  
**RATE FEE SCHEDULE**

| <b>CALVIN, GIORDANO &amp; ASSOCIATES, INC</b> |                      |                               |
|-----------------------------------------------|----------------------|-------------------------------|
| <b>Plans Review</b>                           |                      |                               |
| <b>Items</b>                                  | <b>Rate Per Hour</b> | <b>Overtime Rate Per Hour</b> |
| <b>BUILDING OFFICIAL</b>                      | <b>\$110.00</b>      | <b>\$165.00</b>               |
| <b>STRUCTURAL</b>                             | <b>\$90.00</b>       | <b>\$135.00</b>               |
| <b>ELECTRICAL</b>                             | <b>\$90.00</b>       | <b>\$135.00</b>               |
| <b>MECHANICAL</b>                             | <b>\$90.00</b>       | <b>\$135.00</b>               |
| <b>PLUMBING</b>                               | <b>\$90.00</b>       | <b>\$135.00</b>               |
| <b>ENGINEERING</b>                            | <b>\$100.00</b>      | <b>\$145.00</b>               |
| <b>LANDSCAPING</b>                            | <b>\$115.00</b>      | <b>\$167.50</b>               |
| <b>Inspections</b>                            |                      |                               |
| <b>Items</b>                                  | <b>Rate Per Hour</b> | <b>Overtime Rate Per Hour</b> |
| <b>STRUCTURAL</b>                             | <b>\$80.00</b>       | <b>\$120.00</b>               |
| <b>ELECTRICAL</b>                             | <b>\$80.00</b>       | <b>\$120.00</b>               |
| <b>MECHANICAL</b>                             | <b>\$80.00</b>       | <b>\$120.00</b>               |
| <b>PLUMBING</b>                               | <b>\$80.00</b>       | <b>\$120.00</b>               |
| <b>ENGINEERING</b>                            | <b>\$90.00</b>       | <b>\$135.00</b>               |
| <b>LANDSCAPING</b>                            | <b>\$105.00</b>      | <b>\$157.50</b>               |
| <b>Miscellaneous</b>                          |                      |                               |
| <b>Items</b>                                  | <b>Rate Per Hour</b> | <b>Overtime Rate Per Hour</b> |
| <b>PERMIT TECHNICIAN</b>                      | <b>\$75.00</b>       | <b>\$112.50</b>               |
| <b>FLOODPLAIN MANAGER</b>                     | <b>\$110.00</b>      | <b>\$165.00</b>               |
| <b>EMERGENCY MANAGEMENT</b>                   | <b>\$90.00</b>       | <b>\$135.00</b>               |



## CERTIFICATE OF LIABILITY INSURANCE

CALVI-2 OP ID: AY

DATE (MM/DD/YYYY)

02/14/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|                                                                                                                                                              |  |                                                                                                                                                                                                                                                                                                                                                                                  |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|
| <b>PRODUCER</b><br>Brown & Brown of Florida, Inc.<br>1201 W Cypress Creek Rd # 130<br>P.O. Box 5727<br>Ft. Lauderdale, FL 33310-5727<br>Eric Martin Woodling |  | <b>CONTACT NAME:</b><br><b>PHONE (A/C, No, Ext):</b> 954-776-2222<br><b>FAX (A/C, No):</b> 954-776-4446<br><b>E-MAIL ADDRESS:</b>                                                                                                                                                                                                                                                |  |
| <b>INSURED</b><br>Calvin, Giordano & Assoc, Inc.<br>Attn: Dennis Giordano<br>1800 Eller Drive #600<br>Ft. Lauderdale, FL 33316                               |  | <b>INSURER(S) AFFORDING COVERAGE</b><br><b>INSURER A:</b> Nat'l Fire Ins Co of Hartford <b>NAIC #</b> 20478<br><b>INSURER B:</b> Transportation Insurance Co. <b>20494</b><br><b>INSURER C:</b> Valley Forge Ins. Co. <b>20508</b><br><b>INSURER D:</b> Continental Insurance Co. <b>35289</b><br><b>INSURER E:</b> Landmark American Ins. Co. <b>33138</b><br><b>INSURER F:</b> |  |

**COVERAGES****CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE                                                                                                                                                                                                                                                                                                  | ADDL INSD | SUBR WVD | POLICY NUMBER                    | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS                                                                                                                                                                                                                                                             |
|----------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|----------------------------------|-------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A        | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC<br>OTHER: | X         |          | GL6045487663                     | 01/01/2017              | 01/01/2018              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000<br>MED EXP (Any one person) \$ 15,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>Emp Ben. \$ 1,000,000 |
| B        | <input checked="" type="checkbox"/> AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS                                          |           |          | C6043661816                      | 01/01/2017              | 01/01/2018              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$                                                                                                    |
| D        | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR<br><input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br>DED <input checked="" type="checkbox"/> RETENTION \$ 0                                                                                 |           |          | CUE6043661850                    | 01/01/2017              | 01/01/2018              | EACH OCCURRENCE \$ 10,000,000<br>AGGREGATE \$ 10,000,000<br>\$                                                                                                                                                                                                     |
| C        | <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b><br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below                                                                                                                      | Y/N       | N/A      | WC6043661847                     | 01/01/2017              | 01/01/2018              | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER<br>E.L. EACH ACCIDENT \$ 1,000,000<br>E.L. DISEASE - EA EMPLOYEE \$ 1,000,000<br>E.L. DISEASE - POLICY LIMIT \$ 1,000,000                                                          |
| E        | <b>Prof Liability</b><br><b>Claims Made</b>                                                                                                                                                                                                                                                                        |           |          | LHR75062<br>RETRO DATE 8/27/1959 | 08/27/2016              | 08/27/2017              | <b>Occ/Aggr</b> 2,000,000<br><b>Deductibl</b> 200,000                                                                                                                                                                                                              |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**RE: Building Plan Review and Inspection Services**  
The City of Parkland is additional insured as respects the General Liability if required by written contract. 30 days notice of cancellation applies except 10 days for non-payment of premium.

**CERTIFICATE HOLDER**

PARKLND

City of Parkland  
Attn: Sowande Johnson P.E.  
6600 University Drive  
Parkland, FL 33067

**CANCELLATION**

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2014 ACORD CORPORATION. All rights reserved.

ACORD 25 (2014/01)

The ACORD name and logo are registered marks of ACORD



Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                   |                                                                                                                                                                  |
|---------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                     | 08/07/2019                                                                                                                                                       |
| Subject:                                          | Code Enforcement Department Monthly status Report                                                                                                                |
| Initiated by:                                     | <input type="checkbox"/> City Commission <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager / Staff                         |
| Prepared by:                                      | Name & Title: Jeffrey Louis - Chief Code Enforcement Officer                                                                                                     |
| Reviewed by:                                      | Name & Title:                                                                                                                                                    |
| Approved by Town Manager:                         | Signature:                                                                                                                                                       |
| Approved by Town Attorney:                        | Signature:                                                                                                                                                       |
| Attachments:                                      | Please see attached monthly report of July 2019                                                                                                                  |
| Fiscal Impact:                                    | None                                                                                                                                                             |
| Policy Question(s) for Commission Considerations: | no policy questions                                                                                                                                              |
| Summary:                                          | Monthly report from Code Enforcement department regarding new code cases for the month of July, on going code cases and incidents.                               |
| Background:                                       | The Town's Code Enforcement Department tracks, reviews and maintain records of incidents, complaints and observations regarding the Town Code of Ordinance. This |
| Discussion/Analysis:                              | Discussion of case files or questions for clarification from the Town's Commission.                                                                              |
| Options:                                          | N/A                                                                                                                                                              |
| Advantages:                                       | N/A                                                                                                                                                              |
| Disadvantages:                                    | N/A                                                                                                                                                              |
| Possible action:                                  | no additional action at this time                                                                                                                                |
| Advantages:                                       | N/A                                                                                                                                                              |
| Disadvantages:                                    | N/A                                                                                                                                                              |
| Staff Recommendations:                            | N/A                                                                                                                                                              |
| Additional Action Needed:                         | No additional action at this time                                                                                                                                |

## STATUS REPORT FOR DEPARTMENT OF CODE ENFORCEMENT

*For the month of 7/1/2019 - 7/31/2019*

### Incidents

- ❖ Complaint regarding FPL poles on S. Park Lane that needs to be replaced
- ❖ Parking violations of vehicles on SW 41<sup>st</sup> street swale area
- ❖ Trash and Debris on SW 55<sup>th</sup> Avenue
- ❖ Trash and Debris on Bryan Road
- ❖ Complaint regarding noise complaint on John P. Lyons Lane
- ❖ Complaint regarding odor at 2665 S. Park Road
- ❖ Trash and Debris at 5401 SW 25 Court

### New Code Cases

- ❖ Case 4577 – 4100 W. Hallandale Beach Blvd. – Interior Renovation of building; installed new coolers and additional alarm system without Building permits
- ❖ Case 4578 – 5590 W. Hallandale Beach Blvd. – Abandon vehicles on property.
- ❖ Case 4582 – 3100 W. Hallandale Beach Blvd Lot 508 (Green Acres) – New Addition and new A/C's installed without Building permits.
- ❖ Case 4583 – 715 7<sup>th</sup> Street (Holiday MHP) – Installing New drywall without Building permits
- ❖ Case 4584 – 4945 SW 41 Street – Overgrown vegetation on property
- ❖ Case 4585 – SW 41 Street (Vacant Lot) – Overgrown vegetation on property; damaged fence

### On Going Cases

- ❖ Case 4547 – 3001 W. Hallandale Beach Blvd – Non Renewal of Alarm Registration
- ❖ Case 4555 – 120 Lori Lane (Lakeshore MHP) – Alterations, Fence installed without Building permits
- ❖ Case 4556 – 3441 W. Hallandale Beach Blvd – Trash and Debris on property; Storage containers on property without Building permits; construction material stored on property
- ❖ Case 4558 – 2991 SW 32 Ave – Trash and Debris on property; construction material stored on property
- ❖ Case 4560 – 4900 W. Hallandale Beach Blvd – Trenching, installing new cable (Comcast) without Building permits
- ❖ Case 4561 – 5510 SW 32 Ct – New A/C, Electrical work installed without Building permits, Overgrown vegetation on property
- ❖ Case 4563 – 5521 SW 32 Ct – Trash and debris, addition installed without Building permits
- ❖ Case 4564 – 3120 W. Hallandale Beach Blvd Lot 815 (Holiday MHP) – New addition installed without Building permits



- ❖ Case 4565 – 3120 W. Hallandale Beach Blvd Lot 817 - New addition installed without Building permits
- Case 4566 – 3535 SW 52 Ave – Temp. Generator installed without Building permits

### **Closed Cases**

- ❖ Case 4379 – 611 6 Street (Holiday MHP) – New Addition installed without Building permits
- ❖ Case 4548 – 5401 SW 41 Street (La Estancia) – Non Renewal of Business Tax Receipt
- ❖ Case 4559 – 5521 SW 34 St – Trash and debris on property, addition installed without Building permit

### ***Around the office***

#### **Code Board**

- ❖ Code Board Meeting is scheduled for August 22, 2019.

#### **Training**

- ❖ None



B R O W A R D   S H E R I F F ' S   O F F I C E



Sheriff Gregory Tony

# SHERIFF **GREGORY TONY**

# **INITIATIVES**

OF THE

## **BROWARD SHERIFF'S OFFICE**



“As the sheriff of **Broward County** and an expert in **training** for active shooter and mass casualty events, I am committed to **equipping** our agency with the **resources** necessary to properly **protect our community**. We will continue to meet and exceed public safety standards.”

- *Sheriff Gregory Tony*

*Service Equals Reward*





"As your sheriff, my number one priority will **always** be to keep our community safe.

In a short time, we have made significant improvements and are now providing the level of service Broward County expects and deserves."

## prioritizing... **SCHOOL SAFETY**

- Our recently launched **Real Time Crime Center** can monitor up to 10,000 cameras across 256 Broward County public schools.
- We are developing an active shooter training video and curriculum for all Broward County public schools.
- We have acquired a \$2.2 million grant for expansion of the **Guardian Program**, an integral component of school safety and security in Broward.
- The BSO Bleeding Control School Safety Project will put 1,308 8-pack bleeding control stations in 256 schools.



## **PUBLIC SAFETY**

- Our mission is to deter, detect and investigate any threats made against our community.
- We have allocated \$2 million to supply all 1,500 road patrol deputies with rifles.
- We are improving the way we gather intelligence and respond to threats.
- We issued individual first aid kits (IFAK) to all road patrol deputies.
- We have developed an Office of Emergency Management.





# BUILDING A *Team* YOU CAN COUNT ON

"As the first black sheriff in Broward County history, and as a person who has experienced inequality firsthand, I understand the importance of **diversity in public safety**."



As a leader, I believe what makes us different as **individuals** makes us more **complete** as a whole.



Colonel  
Nichole Anderson

BSO has the most diverse command staff in BSO's 104-year history.

The first female colonel and the first two Cuban American colonels have been appointed marking agency history.

Half of all recent promotions have been female.

BSO has greatly increased the hiring of minority deputies and firefighters.

The agency's competitive incentive packages will help retain well-qualified personnel and motivate them to exceed expectations.



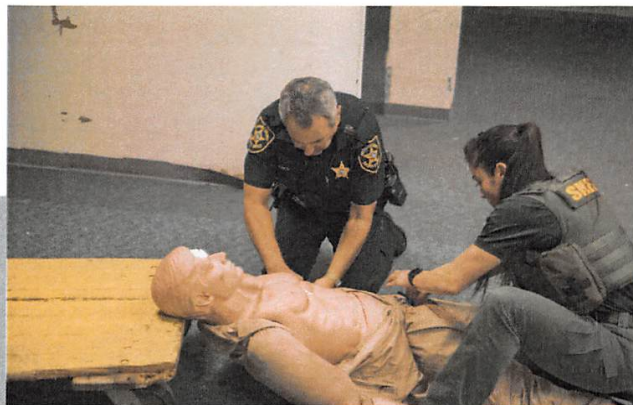
Colonel  
James Reyes



# training

## TO MAKE A DIFFERENCE

*"We train to make exceptional actions second nature to our first responders. Training will keep us prepared and ready to save lives on a day we hope never comes."*



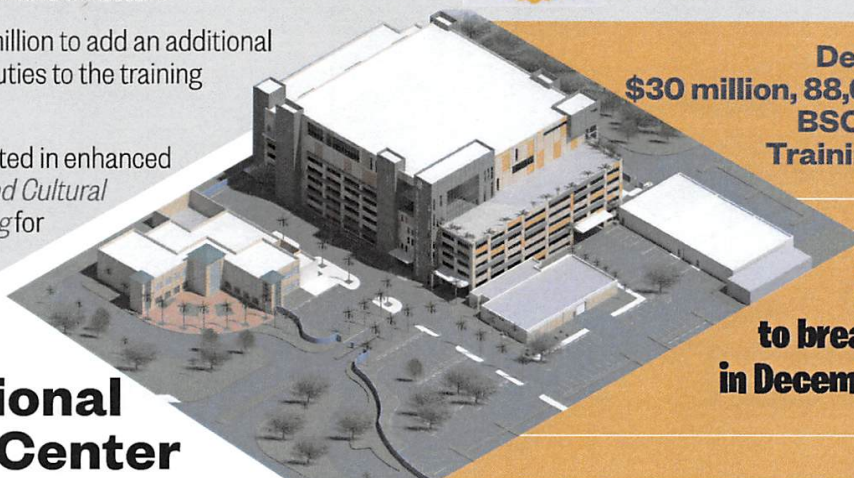
**"We are the first agency in the state of Florida to have a fully nationally certified active shooter training unit."**

### TRAINING INITIATIVES INCLUDE:

- Signed training agreements with the Department of Homeland Security, the Federal Bureau of Investigation and Federal Emergency Management Agency to nationally certify BSO instructors in:
  - Active Shooter and Basic Tactical Medical Response
  - FBI ALERRT Program
  - Incident Command Structure
- Developed an incident command structure and training curriculum supported by FEMA.
- Increased the number of deputies who received Crisis Intervention Training.
- Reallocated \$1 million to add an additional 25 full-time deputies to the training division.
- \$500,000 invested in enhanced *Racial Equity and Cultural Diversity Training* for all deputies.



**FEMA**



**Developed a  
\$30 million, 88,000 sq. ft.  
BSO Regional  
Training Center**

**Expected  
to break ground  
in December 2019!**

## BSO Regional Training Center

**Public Safety Complex | Fort Lauderdale**



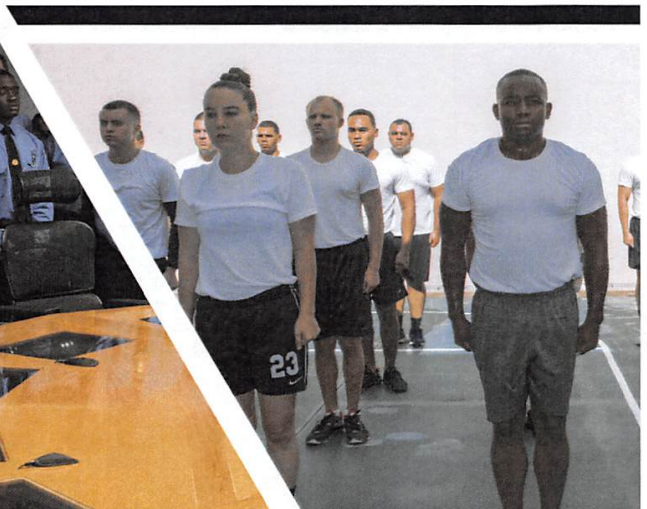
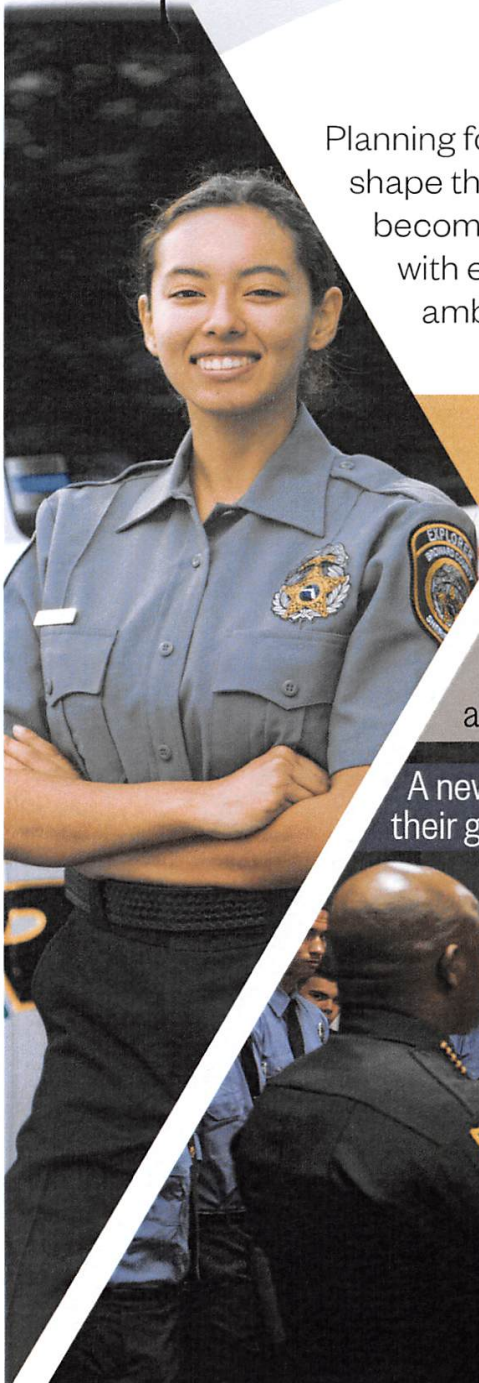
# Investing IN OUR FUTURE

Planning for the future of our organization begins with helping to shape the skills and values of today's youth who will one day become successful leaders and public servants. This begins with expanding our youth programs to help develop the ambitions of our young people.

We have created the **Bureau of Recruitment** ensuring we are hiring the most diverse, qualified and competent personnel.

We have developed the **BSO Legacy Program**, designed to provide scholarships to law enforcement Explorers and Fire Cadets, internship opportunities, sponsorships to academies and continuing education to current employees.

A new scholarship program will help minority students reach their goal of a career in public safety.



## STRENGTHENING

# partnerships

## WITH OUR COMMUNITY

Building a strong community is a team effort, and there are many new ways we are working with our neighborhood partners. We have reexamined how the money seized from the proceeds of criminal activity is distributed to community-based nonprofit organizations through our Law Enforcement Trust Fund (LETf) to support important local programs.

### LAW ENFORCEMENT TRUST FUND

- We have increased opportunity and expansion of LETf participants throughout the county.
- Accountability and distribution of LETf funds is more fair and equitable, increasing distribution to minority not-for-profit groups, which have been underfunded in the past.



### CONTACT US

2601 W Broward Blvd, Fort Lauderdale, FL 33312  
954-831-8900 • [ask\\_the\\_sheriff@sheriff.org](mailto:ask_the_sheriff@sheriff.org)

[sheriff.org/sheriffatony](http://sheriff.org/sheriffatony)

Follow us



### NEIGHBORHOOD SUPPORT TEAM

We are developing innovative community policing initiatives. Our focus is to strengthen law enforcement and community relationships, increase awareness and improve responsiveness by bridging the communication gap between first responders and the community.

- We have established Neighborhood Support Teams (NST) countywide.
- A dedicated deputy and sergeant will work with community stakeholders unifying efforts to meet community needs beyond routine calls for service.
- The NST is designed to make law enforcement more visible, reduce fear and aid interaction between the public and law enforcement.
- Collaboration improves local knowledge and assists with gaining intelligence and tips from the public.
- Our teams will focus on increasing crime prevention education and awareness for the community, including elderly fraud protection.



# Memo

To: Ashira Mohammed, Mayor  
Howard Clark, Jr., Vice - Mayor  
Geoffrey Jacobs, Clerk-Commissioner  
Georgina Cohen, Commissioner  
Reynold Dieuville, Commissioner  
Natasha Joseph, Administrative Services Director

From: Todd Larson, Public Services Director

Date: August 12, 2019

Re: Status Report for Public Services Projects

---

Listed below are the major projects for the Town of Pembroke Park:

## **1. John P. Lyons Lane Storm Water Improvements Phase II**

Scope: The project is a Drainage improvement project for John P. Lyons Lane (SW 31<sup>st</sup> Ave.) from 2000 feet north of Hallandale Beach Boulevard north to Carolina Street. There is also a pump station to the existing drainage system.

Status: We have applied for funding with the FEMA HMGP grant program. The Town has been listed on the Tier 1 list, and is being reviewed for funding.

## **2. Hallandale Beach Boulevard Improvements**

Scope: The project is a public safety request from the Florida Department of Transportation. We have requested improvements to the traffic light at 48<sup>th</sup> avenue and guard rail between 48<sup>th</sup> avenue and 55<sup>th</sup> avenue on the North side of Hallandale Beach Boulevard.

Status: We worked with the Florida DOT and the Metropolitan Planning Organization to apply for funding. We are also working with Representative Jones' office and our lobbyists to move forward on the 48<sup>th</sup> Avenue traffic light improvements. The Project is ranked Number 6 on the MPO List and the list was approved by the full MPO Board. The next step is for the MPO and Department of Transportation to complete a constructability review. This should happen over the next few months and is required prior to the funding of the programs next cycle.

### **3. Town Hall Security**

Scope: The Broward Sheriff's Office performed a Security Survey on Town Hall and recommended improvements to the Town Hall, both inside and out to improve security.

Status: We have added additional security to the doors, including electric locks, intercom systems with camera's and door controllers to the entrances. We are working on toward an upgrade of the video camera system, waiting on final BSO approval of the expenditure.

### **4. Rural Development Drainage Improvements**

Scope: The Town is preparing an application for a grant/loan package with Rural Development. The project is designed to make needed improvements to the Town's drainage system with the help of federal grants and low interest loans.

Status: Peter Kunen was completing the preliminary Engineering and Environmental Reports while the application process proceeds. The project has been sent to the State Clearing House for review and the Notice of Application has been advertised. Peter Kunen sent the reports to Rural Development and was working with Rural Development to complete the additional items requested to obtain funding. This is on hold since Peter left.

### **5. Pembroke Park Fire Study**

Scope: The Town is preparing to do a study to determine the best future status of fire and emergency medical services. The Study will evaluate the cost and benefits of the current contract system with Broward County versus alternatives.

Status: The Town prepared an RFP and has advertised and obtained three proposals. The proposals were evaluated and discussed at the May meeting. Andre Parks reviewed the BSO fire and police service contracts. He has prepared a preliminary report and is proceeding with legal remedies to the billing issues.

### **6. Pembroke Park Preserve Lighting Improvements. CDBG and Broward County Grants.**

Scope: Installation of Lighting at the Pembroke Park Preserve and upgrading of existing lighting to provide adequate lighting. (\$250,000 Broward County Grant, \$161,482 CDBG 41-43 year funds)

Status: The Town has the funds from the Broward County Grant. The 43<sup>rd</sup> Year CDBG funds and the transferred 41<sup>st</sup> and 42<sup>nd</sup> Year CDBG funding have been approved. The project was bid in accordance to federal, state, and local laws, codes and ordinances. Broward County has provided a letter of concurrence The Contract was awarded by the Town Commission and Purchase Orders issued. The Notice to Proceed and Permits have been issued. The Poles, bollards, and conduit have been installed and are now being wired. The project is scheduled to be completed in July.



**7. CDBG 44<sup>th</sup> Year Funding Cycle Tot Lot at Raymond P. Oglesby Preserve at Pembroke Park.**

Scope: The Town applied for funding for the 44<sup>th</sup> year CDBG program. The Town received an award of \$61,672 award for the Tot Lot.

Status: The Town has been awarded \$61,672 funding for the tot lot at the Preserve. The project was advertised 6/2/19 and 6/9/19. The Commission approved the contract in July and Ryan and Ryan are finalizing the contract. Additional equipment is being proposed on this months meeting.

**8. Recreation Hall Improvements.**

Scope: The Town has budgeted to do improvements to the recreation hall located on the Howard P. Clark Sr. Walkway. These improvements include adding slabs to the East and West sides of the building and some repairs inside the building.

Status: The Town Commission has authorized the work to proceed and it is scheduled to be done in the spring. The toilet has been replaced. The additional slab on the West side should be completed in late summer or early fall.

**9. Hardening of Town Hall and Emergency Generator.**

Scope: The project consists of replacing the emergency generator at Town Hall with a larger generator and adding automatic transfer to power the entire building including air conditioning and elevators. Upgrading of the elevator to meet current standards and replacing the doors, garage doors and non-hurricane rated windows on the second floor.

Status: We applied for HMGP funding through Broward County and FEMA for this project. We have been selected as Tier 1 and are in final review for funding.

**10. SW 25<sup>th</sup> Street Storm Water Project**

Scope: Project includes drainage structures, storm water pump station, and piping to set up the backbone of the Park Road Drainage system for the south end of Park Road between Hallandale Beach Blvd. and SW 25<sup>th</sup> street.

Status: We applied for HMGP funding through Broward County and FEMA for this project. We have been ranked in Tier 1 and are under final review for funding.

**11. Pembroke Park Community Garden Improvements**

Scope: Proposed Project includes Fencing the Exotic Orchard and adding a walkway and signage to provide recreational and educational use of the facility.

Status: We have applied for funding to create the walkway and add signage The fence around the orchard is completed.

**12. CDBG 45<sup>th</sup> Year Funding Cycle, ADA restrooms at Raymond P. Oglesby preserve at Pembroke Park.**

Scope: Proposed Project includes construction of restroom facilities with two single stall restrooms and associated facilities to make them ADA compliant.

Status: Application has been filed with Broward County Community Development for the project.

**13. Renovations to Administration section of first floor for relocation of the Building Department.**

Scope: Design new floorplan layout and prepare drawings and complete renovations.

Status: The Town Commission approved a vendor, Rubin Juan Pujol Architect to design the project. The Town Commission approved a funding line item at the June 12, 2019 meeting in the amount of \$25,000. The project is in design and preliminary plans have been reviewed and are being returned with comments from the Structural, mechanical, and electrical inspectors.

| CONTRACTOR                               | SERVICES PROVIDED                                                | COMPENSATION                                                                                               | START DATE                                                  | END DATE                                                             |
|------------------------------------------|------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------|----------------------------------------------------------------------|
| Keith & Associates, Inc.                 | Engineering Consultant                                           | Amount based on tasks completed.                                                                           | 4/13/2017                                                   | 4/13/2020 (Town has option to renew for 2 successive one year terms) |
| Oel Wingo Management Consulting Services | Management and Operations Consultant Services                    | Original Agreement not to exceed \$40,000.00. Amended Agreement at \$125.00 per hour                       | 6/29/2018                                                   | Upon delivery of manuals and forms                                   |
| Grau & Associates                        | Auditing Services                                                | 2017 - \$34,750.00                                                                                         | Fiscal years: 9/30/16; 9/30/2017; 9/30/18 (3 year contract) | 2018                                                                 |
| PH Bell & Clock Company                  | Maintenance                                                      | \$675.00 per year                                                                                          | 2018 year                                                   | 2018 year                                                            |
| Maculele Miami Institute Inc             | Support of Community Garden                                      | None                                                                                                       |                                                             | 9/30/2019                                                            |
| Network Techs, Inc.                      | IT Services                                                      | \$6,512.00 per month                                                                                       | 10/1/2017                                                   | 9/30/2018                                                            |
| Network Techs, Inc.                      | Web Maintenance & Email Services                                 | \$600.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                 | N/A                                                         | N/A                                                                  |
| Helmich Consulting Inc.                  | Lobbying Services                                                | \$5,000.00 retainer, plus \$15,000.00 if legislation is filed that adversely affects Town.                 | 10/1/2017                                                   | 9/30/2018                                                            |
| Ryan & Ryan, LLC                         | Legal Services                                                   | \$8,333.00 per month                                                                                       | 10/1/2017                                                   | 9/30/2018                                                            |
| Michael Miller Planning Associates, Inc. | Professional Services/Community Develop./Zoning Services         | Fixed fee of \$3,500.00 per month                                                                          | 10/1/2017                                                   | 9/30/2018                                                            |
| CAS Governmental Services, LLC           | Professional Services - Appr. Funding Services/Admin of Projects | \$10,000.00 (plus invoices for out of pocket expenses and hourly fees for time worked - \$125.00 per hour) | 10/1/2017                                                   | 9/30/2018                                                            |

|                                              |                                                                |                                                                                                                      |            |                                                                                                                                                                                       |
|----------------------------------------------|----------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Safeguard Document Destruction, Inc.         | Service for Disposing Documents                                | \$0.06 per pound (minimum of 500 pounds)                                                                             | 01/2017    | No termination date in the Contract. (Contract says: "shall terminate upon the latter of termination or expiration of Agreement, or return/destruction of PHI of Business Associate") |
| Comcast Cable Communications Management, LLC | Telephone Services                                             | \$244.80 recurring monthly bill                                                                                      | 1/12/2017  | ~1/12/2020                                                                                                                                                                            |
| Toshiba America Business Solutions, Inc.     | Lease for Photocopy Machines                                   | \$215.59 per month (48 months)<br>(Town's Recurring Monthly Expenses 2017/2018 (attached) states \$800.00 per month) | ~2/14/2016 | ~2/14/2020                                                                                                                                                                            |
| Tidewater Consulting, Inc.                   | Lobbying Services for 2018 Fla. Legislative Session            | \$60,000.00 Annually                                                                                                 | 1/1/2018   | 12/31/2018                                                                                                                                                                            |
| City Fire, Inc.                              | Alarm Services and Monitoring and Maintenance                  | \$509.40 per year                                                                                                    | 4/1/2016   | 4/1/2019                                                                                                                                                                              |
| Vector Security, Inc.                        | Equipment for Video Surveillance Behan Park                    | \$59.00 per month for service fee<br>(Town's Recurring Monthly Expenses 2017/2018 states \$87.00 per month)          | 2017       | 2020                                                                                                                                                                                  |
| DC Strategies, LLC                           | Services - Grant Procurement                                   | \$56,000.00 per year                                                                                                 | 9/27/2018  | 9/27/2019                                                                                                                                                                             |
| Calvin, Giordano & Associates, Inc.          | Civil Engineering for Raymond P. Oglesby Park Lighting Project | Fee schedule for various services attached to Contract                                                               | 3/19/2018  | ~3/19/2021                                                                                                                                                                            |
| Macs Towing Service, Inc.                    | Towing Franchise                                               | \$10,000 paid to Town per year                                                                                       | N/A        | N/A                                                                                                                                                                                   |

|                                                           |                                                         |                                                                                                                                                         |                         |                                         |
|-----------------------------------------------------------|---------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|-----------------------------------------|
| Capital Air Conditioning, Inc.                            | Services - Air Conditioner                              | Amount due depends on repairs/emergency hours/materials furnished (Pursuant to Town's Recurring Monthly Expenses 2017/2018 states \$450.00 per quarter) | 11/5/2015 (date signed) | No termination date in contract         |
| Gray Robinson                                             | Legal Services for telecommunications                   | \$300 per hour for Gary Resnick. \$225 per hour for associates                                                                                          | 3/8/2017                | Adoption of Telecommunication Ordinance |
| Hulet Environment                                         | Pest Control                                            | \$180.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                                                              | Contract is for 1 year  | N/A                                     |
| The Capital Hills Consultants, Inc.                       | Consultant Legislature                                  | \$5,400.00 per month                                                                                                                                    | 10/1/2017               | 9/30/2018                               |
| Stearns Weaver Miller Weissler Alhadeff & Sitterson, P.A. | Legal Services for Robert Levy Employment Claim         | \$350 per hour                                                                                                                                          | 1/17/2018               | Completion of Project                   |
| Goren, Chertof, Doody & Exrol, P.A.                       | Legal Services - OIG Matters                            | \$200 per hour                                                                                                                                          | 10/31/2017              | Completion of Project                   |
| Waste Management, Inc.                                    | Services - Solid Waste Collection                       | \$1,000.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                                                            | N/A                     | N/A                                     |
| Payne's Environmental Services, LLC                       | Environmental Services for Irma Storm Debris Collection | Not to exceed \$200,000.00 as required                                                                                                                  | N/A                     | N/A                                     |
| Broward County Law Enforcement                            | Police Protection Services                              | \$247,990.37 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                                                          | N/A                     | N/A                                     |
| Lexis Nexus                                               | Online Research                                         | \$170.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                                                              | N/A                     | N/A                                     |
| Verizon Wireless                                          | Radio/Cell Phone Communications                         | \$2,800.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018                                                                            | N/A                     | N/A                                     |

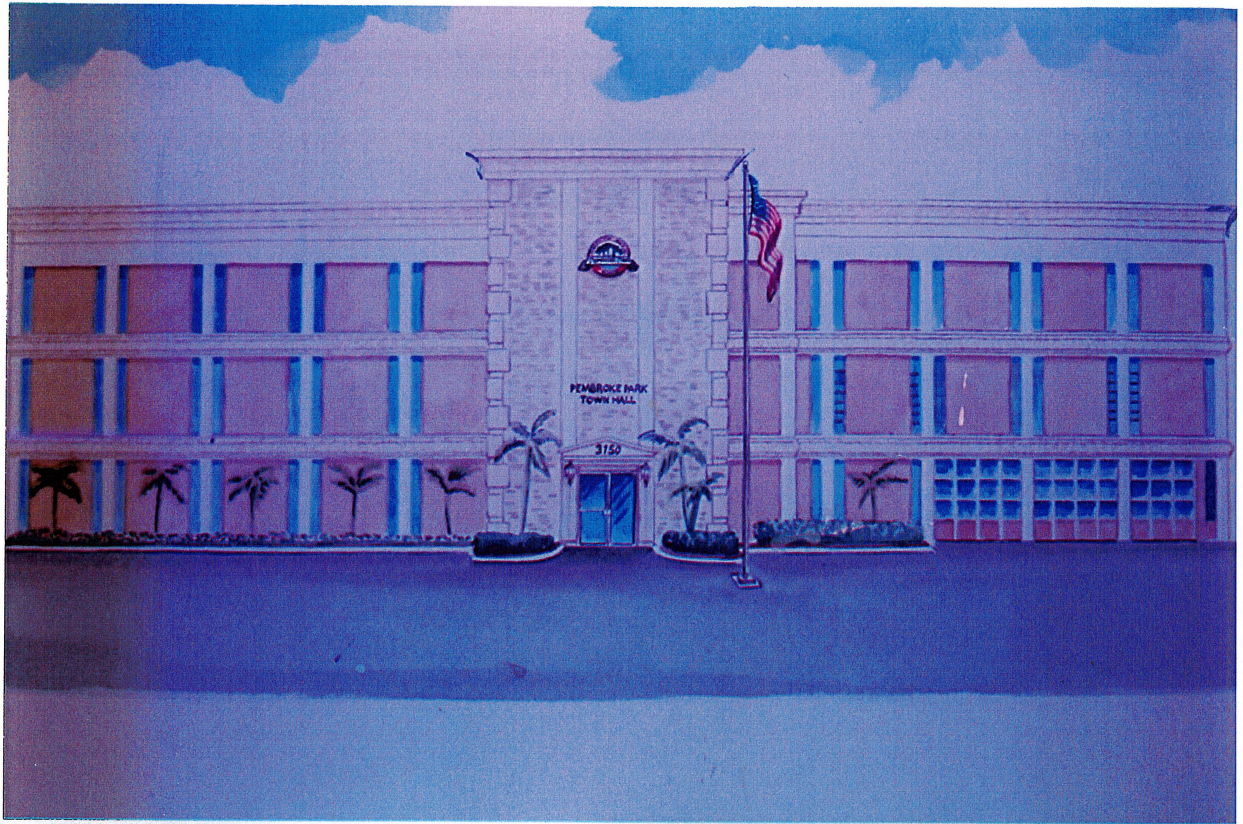


|                                               |                                                   |                                                                                |     |     |
|-----------------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------|-----|-----|
| Atlantic Environmental System                 | Deodorization of Master Lift Station              | \$650.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018     | N/A | N/A |
| Broward County Fire & Rescue                  | Fire & Rescue Services                            | \$243,101.42 per month pursuant to Town's Recurring Monthly Expenses 2017/2018 | N/A | N/A |
| Broward County Traffic Enforcement            | Additional Police Services                        | \$3,848.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018   | N/A | N/A |
| Nestle Water North Americas dba Ready Refresh | Bottled Water                                     | \$90.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018      | N/A | N/A |
| Alarm Trust of Florida                        | Alarm Service & Maintenance - Parks Dept.         | \$260.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018     | N/A | N/A |
| Canon Financial Services                      | Copier Lease - Clerks Office, Bldg & Public Works | \$1,500.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018   | N/A | N/A |
| Centrellx Elevator Company                    | Elevator Maintenance & Emergency Phone Service    | \$360.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018     | N/A | N/A |
| Kelly Janitorial                              | Janitorial Services                               | \$1,600.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018   | N/A | N/A |
| Watertown                                     | Water Treatment for Cooling Tower                 | \$150.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018     | N/A | N/A |
| Staffing Connection                           | School Crossing Guards                            | \$2,600.00 per month pursuant to Town's Recurring Monthly Expenses 2017/2018   | N/A | N/A |
| Pro Systems, Inc.                             | CMI Fixed Asset Customer Support                  | \$450.00 per year pursuant to Town's Recurring Monthly Expenses 2017/2018      | N/A | N/A |
| Terminix                                      | Termite Control Services - Town Hall/Parks Depts. | \$2,100.00 per year pursuant to Town's Recurring Monthly Expenses 2017/2018    | N/A | N/A |

|                                                |                                                   |                                                                                      |     |     |
|------------------------------------------------|---------------------------------------------------|--------------------------------------------------------------------------------------|-----|-----|
| Megawattag                                     | Inspection of Generators                          | \$8,000.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018    | N/A | N/A |
| Latham Time Corporation                        | Annual Support Agreement<br>for Time Clock        | \$400.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018      | N/A | N/A |
| Cougar Mountain Software                       | Accounting Software Annual<br>Renewal             | \$3,500.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018    | N/A | N/A |
| Cougar Mountain Software                       | Additional Customer<br>Support                    | \$5,000.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018    | N/A | N/A |
| Dora Industries, Inc. (Gold<br>Coast Chemical) | Maintenance for Lift<br>Stations                  | \$2,000.00 per quarter pursuant to<br>Town's Recurring Monthly Expenses<br>2017/2018 | N/A | N/A |
| Sunshine State One Call of<br>Florida          | Underground Locates                               | \$90.00 per month pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018      | N/A | N/A |
| Town Approved Elec. Occ<br>Lic. Insp.          | Insp. By Elec./Occ Lic<br>Inspector or Substitute | \$5,000.00 per month pursuant to<br>Town's Recurring Monthly Expenses<br>2017/2018   | N/A | N/A |
| Town Approved Mechanical<br>Insp.              | Insp. By Mechanical<br>Inspector or Substitute    | \$5,000 per month pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018      | N/A | N/A |
| Town Approved Plumbing<br>Insp.                | Insp. By Plumbing Inspector<br>or Substitute      | \$5,000 per month pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018      | N/A | N/A |
| Town Approved Structural/<br>Roof Insp.        | Insp. By Structural<br>Inspectors or Substitute   | \$6,000.00 per month pursuant to<br>Town's Recurring Monthly Expenses<br>2017/2018   | N/A | N/A |
| AT&T                                           | Cell Phone Communication                          | \$500.00 per month pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018     | N/A | N/A |
| Mail/Finance                                   | Postage Meter Lease                               | \$500.00 per quarter pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018   | N/A | N/A |

|                                      |                                          |                                                                                   |     |     |
|--------------------------------------|------------------------------------------|-----------------------------------------------------------------------------------|-----|-----|
| Calvin, Giordiano & Associates, Inc. | Build & Permit Tracking<br>User Licenses | \$800.00 per month pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018  | N/A | N/A |
| Calvin, Giordiano & Associates, Inc. | Yearly Maintenance<br>Renewal            | \$3,400.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018 | N/A | N/A |
| Pace Analytical                      | Annual Water Testing                     | \$2,000.00 per year pursuant to Town's<br>Recurring Monthly Expenses<br>2017/2018 | N/A | N/A |













Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                |
|------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                  | TC Workshop Mtg. 8-07-19 / TC Regular Mtg. 8-14-19                                                                                                                                                                                                                                                                                                                                                                             |
| Subject:                                       | Analysis / Possible Modifications to Liquor Sales Extended Hours License (EHL) Fee Structure                                                                                                                                                                                                                                                                                                                                   |
| Initiated by:                                  | <input checked="" type="checkbox"/> City Council <input type="checkbox"/> City Attorney <input type="checkbox"/> City Manager/Staff                                                                                                                                                                                                                                                                                            |
| Prepared by:                                   | Name & Title: Michael J. Miller, AICP - Consultant Town Planner                                                                                                                                                                                                                                                                                                                                                                |
| Reviewed by:                                   | Name & Title:                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Approved by Town Manager:                      | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Approved by Town Attorney:                     | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Attachments:                                   | MMPA Staff Report dated July 26, 2019                                                                                                                                                                                                                                                                                                                                                                                          |
| Fiscal Impact:                                 | Possible Decrease in EHL Fees received by the Town (\$3,000+/-).                                                                                                                                                                                                                                                                                                                                                               |
| Policy Question(s) for Council Considerations: | Should the Town Commission revise the fee schedule for the two businesses that have been granted an EHL (Polo Club / Scarlett's).                                                                                                                                                                                                                                                                                              |
| Summary:                                       | In 1998 the Town began to issue EHL for restaurant & restaurant bar businesses. In 2014 the Town updated the Code to clarify provisions, and adjusted (increased) application fees / annual renewal fees. One of the EHL business owners has not been paying their fees and complained about the annual fee.                                                                                                                   |
| Background:                                    | See summary above.                                                                                                                                                                                                                                                                                                                                                                                                             |
| Discussion/Analysis:                           | See summary above. See MMPA staff report dated July 26, 2019.                                                                                                                                                                                                                                                                                                                                                                  |
| Options:                                       | Retain the current Alcoholic Beverage Sale Extended Hours License (EHL) Fee Structure as is (\$5,000 per yr).<br>Adjust the current Alcoholic Beverage Sale Extended Hours License (EHL) Fee Structure.                                                                                                                                                                                                                        |
| Advantages:                                    | One of the EHL business owners (Polo Club) has fallen behind on paying their annual renewal fees, and has yet to pay the balance of their 2016 application fees. Due to the small size of that business and current limited operating hours the business owner feels the fees are too high. If the fee structure was adjusted for the delinquent time period 2014-2019 and for future renewal periods they could pay the Town. |
| Disadvantages:                                 | If the current fee structure was NOT adjusted for the delinquent time period 2014-2019 and for future renewal periods, the business owner would have difficulty paying the Town (\$15,000+/-), and their business operations might fail.                                                                                                                                                                                       |
| Possible action:                               | A) Leave the current (2014) Extended Hours License (EHL) fee structure in place and request full / partial payment compliance. B) Adjust the current fee structure, agree to a financial settlement for past due amounts.                                                                                                                                                                                                      |
| Advantages:                                    | See above.                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Disadvantages:                                 | See above.                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Staff Recommendations:                         | See MMPA staff report dated July 26, 2019                                                                                                                                                                                                                                                                                                                                                                                      |
| Additional Action Needed:                      | Based on the Town Commission's direction: A) request payment of outstanding fees due the Town, which may require legal action. B) Authorize staff to initiate a Code amendment to adjust the current fee structure. C) Agree to a settlement amount.                                                                                                                                                                           |

**TOWN OF PEMBROKE PARK  
COMMUNITY DEVELOPMENT  
MEMORANDUM**

---

**To:** Mayor and Town Commissioners  
Town of Pembroke Park

**CC:** Chris Ryan, Esq., Town Attorney  
Natasha Joseph, Admin. Services Director / Deputy Town Clerk  
Todd Larson, Public Services Director

**From:** Michael J. Miller, AICP *MJM*  
Consultant Town Planner

**Date:** July 26<sup>th</sup>, 2019

**Subject:** Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
MMPA Project No. 00-1102-2018

---

**RECOMMENDED TOWN COMMISSION ACTION**

MMPA recommends the Town Commission review the contents of this staff report and consider various options related to Annual Fees charged for Extended Hours Licenses in the Town.

---

**ISSUE**

At the July 10<sup>th</sup>, 2019 Town Commission meeting, after hearing from the owner of the Polo Club (Andrew Reed) and Town staff (BTR Clerk Grooms) about his delinquent fees for holding an Extended Hours License (EHL) issued by the Town for alcoholic beverage sales, a discussion occurred about such establishments and the annual fees the Town charges. The Town adopted its initial zoning laws regulating alcoholic beverages in 1962, with updates in 1977, 1998 and most recently in 2014. The 2014 Code modifications included adjustments to the application fees and annual renewal fees established in 1998 for EHL. EHL are only issued to a "restaurant" or "restaurant bar" meeting certain food service (full-course meals) and building size requirements (2,000 sq. ft. / 75 seats). An EHL entitles a qualified business selling alcoholic beverages to operate from 6 AM to 7 AM Monday - Friday and on Sunday mornings from 6 AM to 1 PM. As of this date only two (2) businesses in the Town qualify and have obtained an EHL (Scarlett's Cabaret Adult Entertainment Nightclub / Polo Club). The 2014 Code update adjusted the initial application review fee (\$250 to \$500) and increased the annual renewal fees on a graduated schedule (Prior to Oct. 2014 = \$1,250 / Effective Oct. 1, 2014 = \$3,000 / Effective Oct. 1, 2015 and thereafter = \$5,000).

---

**Town of Pembroke Park  
Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
July 26<sup>th</sup>, 2019  
Page 2**

MMPA coordinated the 2014 Code update as requested and examined all types of businesses in the Town selling alcoholic beverages (bars / clubs / restaurants / liquor stores / C-Stores / other). Several suggestions were made to update various Code provisions regulating alcoholic beverage sales; however, only the Extended Hours License (EHL) section / sections regulating the permitted hours for sales (clarification) and noise regulations were updated.

As part of the 2014 Code clean-up of the EHL provisions, the former Town Manager (Dr. Levy) and Town Commission at that time decided to increase the (1) fee for the initial application (from \$250 to \$500), and (2) the annual renewal fees (from \$1,250 to \$5,000 incrementally), as no adjustment had been made since 1998. MMPA did not provide any research data or advice on the 2014 fee schedule adjustments.

**Application Fee** - As to the application review process, an EHL application is required to be reviewed by Town staff (mostly MMPA / legal), the Planning and Zoning Board must hold a public hearing, and finally the Town Commission must hold a public hearing prior to granting an EHL. This requires research, preparation of staff reports and public meetings. It is our understanding the Town's application fee is to help "defray" the cost of review and processing. Historically the Town's EHL application review / processing has not been a "cost recovery" type of land development application, like a rezoning or site plan. As we understand its purpose, the fee was not supposed to fully cover the initial cost of review – as the Town receives an annual renewal fee. Our research reveals that other nearby communities charge substantially more for the initial application review and their in-house staff does the review (Hall. Bch. = \$1,045 / Hollywood = \$2,400 / Miramar = \$1,584). Again, the Town increased the application fee from \$250 (established in 1998) to \$500 in 2014. MMPA records reveal our firm's cost to review / process both the Polo Club EHL application and Scarlett's EHL application was about \$1,800 each. In addition, the Town Attorney's office / other Town staff may have billed time as well.

**Annual Renewal Fees** – As stated above, the EHL annual renewal fee (\$1,250) was established in 1998 when the Town's initial EHL regulations were written to allow such activities. When the Code was updated in 2014 the Town's Administration felt that fee was too low (not updated in 16+ years) and did not cover the cost of BSO / staff monitoring. The initial annual renewal fee amount selected in 2014 was originally set at \$5,000 – but after public input the annual renewal fee schedule was adjusted with "step" increases over a few years (Oct. 1, 2014 = \$3,000 / Oct. 1, 2015 and thereafter = \$5,000). Town staff has confirmed that Scarlett's Cabaret has fully paid their initial application fee and the specified yearly annual renewal fees (2014 – 2018). Town staff recently informed the Town Commission that the Polo Club has not fully paid either the initial application fee or some of the specified yearly annual renewal fees. MMPA notes that although the Alcoholic Beverage Code was updated in June 2014, it was not until Feb. 2016 that both Scarlett's Cabaret and the Polo Club applied for their EHL, and it was not until April 2016 that they received their formal EHL approvals from the Town Commission. Between June 2014 - April 2016 the Town finalized the Ordinance, created an application form and instituted a review process. The two businesses were allowed to continue to operate temporarily during the restricted hours (6AM - 7AM M-F / 6AM – 1PM Sundays) without a formal EHL while the Town finalized their procedures. The Polo Club owner (Andrew Reed) recently appeared before the Town Commission to explain his payment delinquency and requested the "past due" fees (\$15K+/-) be adjusted, due to the type of limited business currently occurring at the Polo Club (only Friday / Saturday nights).

**Town of Pembroke Park  
Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
July 26<sup>th</sup>, 2019  
Page 3**

As part of the discussions on the Town's outstanding BTR / License / Cost Recovery financial accounts (some are delinquent), MMPA was requested at the July 10, 2019 Town Commission meeting to research this matter and offer suggestions to possibly modify the fee structure. MMPA has looked back at the 2014 Town Code updates, the 2016 Extended Hours License (EHL) applications for both Scarlett's Cabaret and the Polo Club. Finally, MMPA researched the processes / fee structures of several nearby communities that have similar late-night liquor sale approval processes (Hallandale Beach / Hollywood / Miramar). These communities have similar approval processes for Extended Hours Liquor Sale Licenses / Night Club Licenses. Following is our analysis and suggestions.

**ANALYSIS**

Historically the Town has been known to allow most businesses to have great latitude in their operations. As related to alcoholic beverage sales the Town has some of the most liberal hours of operation as compared to other local governments. The Town has had some type of regulations since 1962 on the sale of alcoholic beverages. The Town is one of only a few that requires separation distances between establishments (500' between establishments / 300' to churches / schools).

Prior to being granted a license to sell or serve alcoholic beverages from the state of Florida, all businesses / persons are required to verify with the local jurisdiction that such proposed sale or serving of alcoholic beverages is consistent with local zoning laws. As Consultant Town Planner, MMPA has been the designated agent for the Town of Pembroke Park to review (and sign-off) applications for Alcoholic Beverage Licenses to insure consistency with local regulations / zoning laws. MMPA carefully monitors and reviews each license application, measures the required separation distances, maintains maps of all license locations and helps to enforce other land development regulations (signage / flags / outdoor activities / appearance).

The Town's current regulations group together retail store sales (no consumption on premises) and any establishment that has on-site consumption. A number of businesses (12) only sell beer and wine (no hard liquor) which is permitted everywhere with no separation criteria from each other, but at least 300 feet from an existing church or school (ex. gas stations / convenience stores / restaurants / Aqua Golf). In the industrial areas there are a few wholesale distributors (4). There are four (4) businesses that sell beer / wine / hard liquor at a bar / restaurant / nightclub. Those 4 businesses are separated by substantial distances – more than ½ mile apart (not clustered together).

The normal allowed hours of operation for businesses to sell alcohol are 23 hours per day (M-F 7am to 6am the next day / Saturday all day / Sunday from 1pm to 6am the next day). An Extended Hours License can be requested for the "off timeframes" but there are restrictions (food and building size). The Town Commission must approve any extended hours license after receiving a recommendation from the Planning and Zoning Board. Town staff handles the annual Business Tax Receipt renewals and issuance of Certificates of Use.

**Town of Pembroke Park  
Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
July 26<sup>th</sup>, 2019  
Page 4**

Of those businesses listed above only two (2) have extended hours licenses (Scarlett's and Polo Club). Because many of the adjoining cities require their businesses that sell alcohol to close at either 2am or 4am persons tend to gravitate to Pembroke Park late at night to continue drinking.

| <b>Business</b>    | <b>Site Size</b> | <b>Bldg. Size</b> | <b>Seating</b> |
|--------------------|------------------|-------------------|----------------|
| Polo Club          | 40,808 sq. ft.   | 4,415 sq. ft.     | 104            |
| Scarlett's Cabaret | 50,598 sq. ft.   | 20,893 sq. ft.    | 808            |

While the properties are not much different in size (.94 acres vs. 1.16 acres) the Scarlett's Cabaret building is about 5 times larger than the Polo Club building and Scarlett's has about 8 times more seating. While Scarlett's Cabaret is a full-scale adult entertainment night-club operating almost 24/7, the Polo Club in recent years has become a limited low-scale late-night restaurant that serves alcoholic beverages – mostly for other nightclub / restaurant employees. Of course, this could change to a more robust full-time business by the current owner or if the site was sold / operated by others, although adult entertainment could never occur there due to zoning restrictions. Below are listed the fee structures of the nearby cities we studied.

| <b>City</b>      | <b>BTR</b>                 | <b>Application Fee</b> | <b>Annual Fee</b>                                        |
|------------------|----------------------------|------------------------|----------------------------------------------------------|
| Hallandale Beach | \$400 @ 4AM<br>\$800 @ 6AM | \$1,045+/-             | \$14 per seat                                            |
| Hollywood        | \$75                       | \$2,400                | \$1,800 plus<br>\$800 < 150 seats<br>\$1,900 > 150 seats |
| Miramar          | \$486.20                   | \$1,584                | \$1,322.34                                               |

For comparison purposes, we have prepared an analysis of the two businesses with EHL / Night Club licenses utilizing the other city's fee structures.

|                   | <b>Pemb. Park</b> | <b>Hall. Bch.</b> | <b>Hollywood</b> | <b>Miramar</b> |
|-------------------|-------------------|-------------------|------------------|----------------|
| <b>Polo Club</b>  |                   |                   |                  |                |
| App. Fee          | \$500             | \$1,045           | \$2,400          | \$1,584        |
| BTR               | \$315             | \$800             | \$75             | \$486.20       |
| Annual Fee        | \$5,000           | \$1,456           | \$2,600          | \$1,322.24     |
| <b>Scarlett's</b> |                   |                   |                  |                |
| App. Fee          | \$500             | \$1,045           | \$2,400          | \$1,584        |
| BTR               | \$525             | \$800             | \$75             | \$486.20       |
| Annual Fee        | \$5,000           | \$11,312          | \$3,700          | \$1,322.24     |



**Town of Pembroke Park  
Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
July 26<sup>th</sup>, 2019  
Page 5**

**Application Fee Analysis** - The analysis reveals that the Town's Extended Hours License (EHL) application fee is quite low compared to the other cities. Again, it is our understanding the previous / current \$500 application fee was not supposed to be fully "cost recovery" and was meant to defray only part of the Town's costs. Due to the amount of work involved in reviewing / processing such applications, an application fee of about \$2,000- \$2,500 would be more appropriate to more fully cover the Town's costs, if that was desired. It is doubtful the Town will receive many of these types of applications, as the current qualifying conditions (use must be a restaurant or restaurant bar serving full-course meals on site / at least 75 seats / at least 2,000 sq. ft. of building) restrain these types of applications.

**Annual Fee Analysis (Polo Club)** - The analysis reveals that the Town's current Extended Hours License (EHL) annual fee is considerably higher than the other cities analyzed. The average of the other city's annual renewal fee for a business of similar scope and size is about \$1,793 per year. Additionally, due to the current limited activity at the business (Fri. / Sat. nights for a few hours), the operator has limited income to cover the costs of running the business. The Town's current fees result in a cost of about \$48 every day the establishment is operating (\$5,000 divided by 104 days operating). Based on the average data set the Town might consider adjusting the annual fee to \$1,500 - \$2,000 per year for the Polo Club. If the operational hours change in the future this could be revisited.

**Annual Fee Analysis (Scarlett's Cabaret)** - The analysis reveals that the Town's current Extended Hours License (EHL) annual fee for the Scarlett's Cabaret Adult Entertainment Club is only about 45% of the fee the City of Hallandale Beach would charge if that business was in their community, but 25% more than Hollywood would charge, and about 74% more than Miramar would charge for a similarly sized business. The average of the other cities annual renewal fee is about \$5,445 per year, but the Hallandale Beach fees skews the data higher. Additionally, due to a legal settlement with Scarlett's, the Town receives payments from Scarlett's to help offset public service costs. The Town's current fees result in a cost of about \$13.70 every day the establishment is operating (\$5,000 divided by 365 days operating). Based on the above data set and other financial payments, MMPA believes the Town should consider leaving the annual fee the same (\$5,000) per year for Scarlett's.

**Differences in Businesses** – Following are a list of some differences in the Town's two EHL businesses that might warrant alterations to the current fee structure.

- Adult Entertainment Business vs. Restaurant that operates during late-night hours.
- Size of the establishment (Scarlett's = 808 seats / Polo Club = 104 seats).
- Size of the building (Scarlett's = 20,893 sq. ft. / Polo Club = 4,415 sq. ft.).
- Hours of Operation (Scarlett's = 24/7/365 / Polo Club = Fri. & Sat. nights for 2-3 hours).

**Town of Pembroke Park  
Alcoholic Beverage Sales  
Extended Hours Licenses – Annual Fees  
July 26<sup>th</sup>, 2019  
Page 6**

**SUMMARY**

MMPA was requested to review the existing Town Code provisions related to “fees” for Alcoholic Beverage Extended Hours Licenses. Based on our analysis the Town may want to adjust the fees structure to accommodate businesses that have limited operations.





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
|------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                  | TC Workshop Mtg. 8-07-19 / TC Regular Mtg. 8-14-19                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Subject:                                       | Seneca Commerce Center (SCC) - Right-of-Way Encroachment Agreement - Portion of Buffer Wall                                                                                                                                                                                                                                                                                                                                                                                                           |
| Initiated by:                                  | <input type="checkbox"/> City Council <input type="checkbox"/> City Attorney <input checked="" type="checkbox"/> City Manager/Staff                                                                                                                                                                                                                                                                                                                                                                   |
| Prepared by:                                   | Name & Title: Michael J. Miller, AICP - Consultant Town Planner                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Reviewed by:                                   | Name & Title:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Approved by Town Manager:                      | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Approved by Town Attorney:                     | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Attachments:                                   | Town Encroachment Agreement / Legal Description / Location Map                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Fiscal Impact:                                 | Town = No Fiscal Impact Known / Developer = Cost to remove / relocate wall.                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Policy Question(s) for Council Considerations: | Should the TC approve a Right-of-Way Encroachment Agreement to allow a portion of a buffer wall to remain within the public roadway; or should the TC require the developer to relocate the wall onto their property (Intersection of SW 40 Ave. & SW 25 St.)                                                                                                                                                                                                                                         |
| Summary:                                       | As part of the SCC development a buffer / screen wall was built adjoining both SW 40 Ave. and SW 25 St. to screen the residential neighborhoods across those streets in the City of West Park. The contractor inadvertently built a portion of the wall within newly dedicated right-of-way (2.5' encroachment). An as-built survey of the wall identified the encroachment. The developer is requesting permission to leave the wall where constructed vs. relocating the wall (4.5' +/- northerly). |
| Background:                                    | In Oct. 2016 the TC approved a Site Development Plan for the original SCC area. As part of that approval the Zoning Code required / developer built a 10' tall decorative buffer / screen wall long SW 40 Ave. & SW 25 St., because residential uses exist across those streets in the City of West Park. An as-built survey of the wall identified a portion of the wall was inadvertently built in the public road right-of-way.                                                                    |
| Discussion/Analysis:                           | As part of the SCC development a buffer / screen wall was built adjoining both SW 40 Ave. and SW 25 St. to screen the residential neighborhoods across those streets in the City of West Park. The contractor inadvertently built a portion of the wall within newly dedicated right-of-way (2.5' encroachment). An as-built survey of the wall identified the encroachment. The developer is requesting permission to leave the wall where constructed vs. relocating the wall (4.5' +/- northerly). |
| Options:                                       | 1) Approve a Right-of-Way Encroachment Agreement to allow a portion of a buffer wall to remain within the public roadway;<br>2) Require the developer to relocate the wall onto their own property.                                                                                                                                                                                                                                                                                                   |
| Advantages:                                    | Town = None Known / Developer = Save cost of demolition / rebuilding wall in correct location.                                                                                                                                                                                                                                                                                                                                                                                                        |
| Disadvantages:                                 | Town = None Known / Developer = Cost of demolition / rebuilding wall in correct location.                                                                                                                                                                                                                                                                                                                                                                                                             |
| Possible action:                               | 1) Approve a Right-of-Way Encroachment Agreement to allow a portion of a buffer wall to remain within the right-of-way; 2) Require the developer to relocate the wall onto their own property.                                                                                                                                                                                                                                                                                                        |
| Advantages:                                    | Town = None Known / Developer = Save cost of demolition / rebuilding wall in correct location.                                                                                                                                                                                                                                                                                                                                                                                                        |
| Disadvantages:                                 | Town = None Known / Developer = Cost of demolition / rebuilding wall in correct location.                                                                                                                                                                                                                                                                                                                                                                                                             |
| Staff Recommendations:                         | APPROVAL. Sufficient right-of-way exists for the actual pavement / drainage / landscaping. Even if SW 40 Ave. was widened there is sufficient ROW area. The location of the as-built wall section is not noticeable. The Town's Agreement has a provision that states if the right-of-way land was ever needed the improvements could be removed at no cost or obligation of the Town to reimburse.                                                                                                   |
| Additional Action Needed:                      | If the TC approves the Right-of-Way Encroachment Agreement the parties will need to execute the document and the document will need to be recorded in the BC public records. If the TC denies the request the developer will need to demolish the portion of wall encroaching and rebuild the wall in the correct location.                                                                                                                                                                           |

PREPARED BY:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Draft  
note  
7/28/19

The Above Blank Space Is for Recording Purposes

## Town of Pembroke Park, Florida

### PROPERTY OWNER'S ENCROACHMENT & RESTRICTIVE COVENANT AGREEMENT

- ☐ Commercial (check if applicable) ☒ Industrial (check if applicable)  
☐ Residential (check if applicable) ☐ Other (check if applicable)

THIS AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between DCT/CE LLC c/o Prologis, whose mailing address is 1800 WAZEE STREET, DAVENPORT, FL 33822, hereinafter referred to as "OWNER", and the Town of Pembroke Park, a Florida municipal corporation, hereinafter referred to as "TOWN".

### RECITALS

WHEREAS, OWNER is/are the fee simple owner(s) of certain real property located within the Town of Pembroke Park, Broward County, Florida with a property address of Intersection of SW 40 Ave. / SW 25 Street Pembroke Park, Florida and more particularly described as (insert the full legal description for the property as maintained by the Broward County Property Appraiser's (BCPA) Office. BCPA General Information telephone number is 954-357-6830. See <http://bcpa.net> for more information):

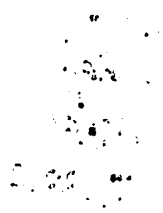
see attached legal description

WHEREAS, OWNER'S property is located adjacent to certain TOWN right-of-way, sidewalk, swale, alley, or other such right-of-way, or is encumbered by a restrictive easement (access / roadway / utility / drainage / utility / other); and

WHEREAS, OWNER desires to place, construct, install, and/or maintain upon TOWN'S right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement, the following: (place an X next to the type of encroachment):

- \_\_\_\_ Special driveway approach(es) (type): \_\_\_\_\_  
\_\_\_\_ Sign(s)  
☒ Fence or Wall (type): 10' TALL Decorative Concrete buffer wall  
☒ Landscaping  
☒ Irrigation System





*The Above Said Grants for Recording Purposes*

## Town of Penitroko Park, Florida

### PROPERTY OWNERS' AGREEMENT TO SIGNATURE & RESTRICTIVE COVENANTS

1. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

2. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

#### ARTICLE I

SECTION 1.01. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.02. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.03. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.04. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.05. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.06. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.07. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.08. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.09. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

SECTION 1.10. The undersigned, being the owner of the property described in the above recited instrument, do hereby agree to sign the same and to execute the same in accordance with the provisions hereof.

\_\_\_\_\_ Awnings / Canopies / Other Architectural Features (type): \_\_\_\_\_

\_\_\_\_\_ Tables, chairs, umbrellas, heaters (describe the item to be placed as well as the day(s) of the week and hour(s) of the day of such placement):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Electrical (describe):

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Other (describe):

\_\_\_\_\_  
\_\_\_\_\_

thereby, encroaching into the TOWN'S right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement; and

**WHEREAS**, the TOWN is willing to allow OWNER to encroach into TOWN'S right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement without prejudice to the TOWN'S right to have the encroachment removed at the OWNER'S sole expense; and

**WHEREAS**, OWNER understands that at any time the TOWN may require the OWNER to remove the aforesaid encroachment from the TOWN right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein and as further consideration for the TOWN approving OWNER'S request to encroach upon TOWN'S right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement, the sufficiency of which is hereby acknowledged by the Parties hereto, the Parties agree as follows:

1. The foregoing recitals are true and correct and are incorporated herein as if repeated in their entirety.
2. The TOWN hereby grants permission for the above described encroachment upon the TOWN'S right-of-way, sidewalk, swale, alley, or other such right-of-way, or within land encumbered by a restrictive easement provided that said encroachment shall be in accordance with plans and specifications on file or to be filed with and approved by the TOWN.

3. At any time, the TOWN may require either the permanent or temporary removal of said encroachment and OWNER for himself / herself as well, as their successors in interest agree that at any such time as the TOWN requires temporary or permanent removal of the aforesaid encroachment, OWNER will do so promptly and at their own expense. OWNER further agrees that if he / she / they should fail to remove the encroachment within thirty (30) days after the TOWN mails a written request to OWNER requiring removal of the encroachment, then the TOWN may remove the aforesaid encroachment and impose the cost of said removal as a special assessment lien against the Property – such special assessment lien shall be in parity or coequal with the lien of all state, county, district, and municipal (town) taxes, and superior in dignity to all other liens, titles, encumbrances, and claims. In the event of emergency, the TOWN shall have the right to remove the encroachment without notice to OWNER and without any obligation or liability to OWNER for damage to the encroachment.
4. To the fullest extent permitted by Laws and Regulations, OWNER hereby agree(s) to defend, indemnify, and hold harmless the TOWN and its commissioners, directors, attorneys, appointed officials, administrators, consultants, agents, and employees from and against all claims, damages, losses, and expenses direct, indirect, or consequential (including but not limited to fees and charges of attorneys and other professionals and court and arbitration costs) arising out of or resulting from the installation and/or maintenance of the encroachment and caused, in whole or in part, by any willful, intentional, reckless, or negligent act and/or omission of OWNER or any person, employee, agent, or any third party acting on OWNER'S behalf (including any contractor, subcontractor, or any person or organization directly or indirectly employed by any of them or anyone for whose acts any of them may be liable).
5. In any and all claims against the TOWN or any of its consultants, agents, or employees by any employee of OWNER or any employee of any person, employee, agent, or third party acting on OWNER'S behalf (including contractors, subcontractors, or any person or organization directly or indirectly employed by any of them or anyone for whose acts any of them may be liable), the indemnification obligation under the above Paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for OWNER or by or for any person, employee, agent or third party acting on OWNER'S behalf (including contractors, subcontractors, or any persons or organizations directly or indirectly employed by any of them or anyone for whose acts any of them may be liable) under workers' or workman's compensation acts, disability benefit acts, other employee benefit acts or any other service of law. Moreover, nothing in this Indemnification and Hold Harmless provision shall be considered to increase or otherwise waive any limits of liability or to waive any immunity established by Florida Statutes, case law, or any other source of law. This indemnification provision shall survive the termination of any TOWN permit or Agreement with the TOWN, however terminated. Nothing contained herein shall be construed as a waiver of any immunity or limitation of liability the TOWN may have under the doctrine of sovereign immunity in Section 768.28, Florida Statutes. Inclusive in this Indemnity provision is the agreement to fully indemnify the Town of Pembroke Park from any claims or actions alleged to have been caused by the TOWN'S acts or omissions. OWNER shall maintain insurance, which will provide for the indemnity provision provided herein.
6. For the purpose of this Agreement, OWNER shall obtain insurance policies – naming the TOWN as an additional insured on a primary and non-contributory basis – that comply with the current version of the Town of Pembroke Park's Insurance Requirements for Encroachment & Restrictive Covenant Agreements and OWNER shall evidence this insurance to the Town Manager or the Town Manager's designee in accordance with the parameters and instructions of outlined within the current version of the Town of Pembroke Park Insurance Requirements for Encroachment & Restrictive Covenant Agreements. Evidence of insurance will not be approved unless all of the requirements have been met to the satisfaction of Town Manager or their designee. Moreover, said insurance shall be

maintained until the encroachment is removed and failure to maintain such insurance shall constitute a material breach of this Agreement that may result in the TOWN requiring removal of the encroachment at OWNER'S sole expense.

7. All individuals signing this Agreement have the legal authority and capacity to enter into this General Encroachment & Restrictive Covent Agreement.
8. As further part of this Agreement, it is hereby understood and agreed that any official inspector of the Town of Pembroke Park, or its duly authorized agents, may have the privilege at any time of normal working hours to enter and inspect the premises to determine whether the requirements of the Building and Zoning regulations and the conditions herein agreed to are fully complied with.
9. This Agreement shall be recorded at OWNER'S sole expense and shall inure to the benefit of and be binding upon OWNER'S successors, heirs, executors, administrators, representatives, assigns, and all other persons or entities acquiring an interest thereunder, and this Agreement shall be a restrictive covenant concerning the use, enjoyment, and title to the above property and shall constitute a covenant running with the land.
10. In the event the terms of this Agreement are not complied with, in addition to other remedies available, the TOWN is hereby authorized to withhold any further permits and to refuse to make any inspections or grant any approvals until such time as there is full compliance with this Agreement.
11. This Agreement and the provisions contained herein shall be construed, controlled, and interpreted according to the laws of the State of Florida and all applicable and duly adopted ordinances, regulations, and policies of Broward County and the TOWN now in effect and those hereinafter adopted.
12. The location for settlement of any claims, controversies, disputes, arising out of or relating, directly or indirectly, to any part of this Agreement or any breach hereof, shall be in Broward County, Florida.
13. OWNER agrees that he/she shall be liable for reasonable attorney's fees incurred by TOWN, if TOWN is required to take any actions, through litigation or otherwise, to enforce this Agreement.
14. TOWN, shall be entitled as a matter of right to an injunction issued by any court of competent jurisdiction restraining any violation of this Agreement as well as recovery of any and all costs and expenses sustained or incurred by TOWN in obtaining such an injunction including, without limitation, reasonable attorney's fees.
15. This Agreement constitutes the entire Agreement between the Parties with respect to the specific matters contained herein and supersedes all previous discussions, understandings, and agreements. Any amendments to or waivers of the provisions contained herein shall be made by the Parties in writing.
16. If any sentence, phrase, paragraph, provision or portion of this Agreement is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portions shall be deemed an independent provision and such holding shall not affect the validity of the remaining portions hereto.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement on the day and year first written above.

**AS TO OWNER(S):**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name & Title (if applicable)

\_\_\_\_\_  
Print Name & Title (if applicable)

**Notarization of Owner's / Owners' Execution**

STATE OF FLORIDA )  
COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, in the year 20\_\_, by \_\_\_\_\_, who is / are personally known to me or has / have produced \_\_\_\_\_ as identification.

My Commission Expires:

\_\_\_\_\_  
Notary Public, State of Florida

**APPROVED AS TO FORM AND LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Christopher J. Ryan, Esq. – Town Attorney  
Ryan & Ryan, LLC



Property Id:

\*\*Please see map disclaimer



July 22, 2019

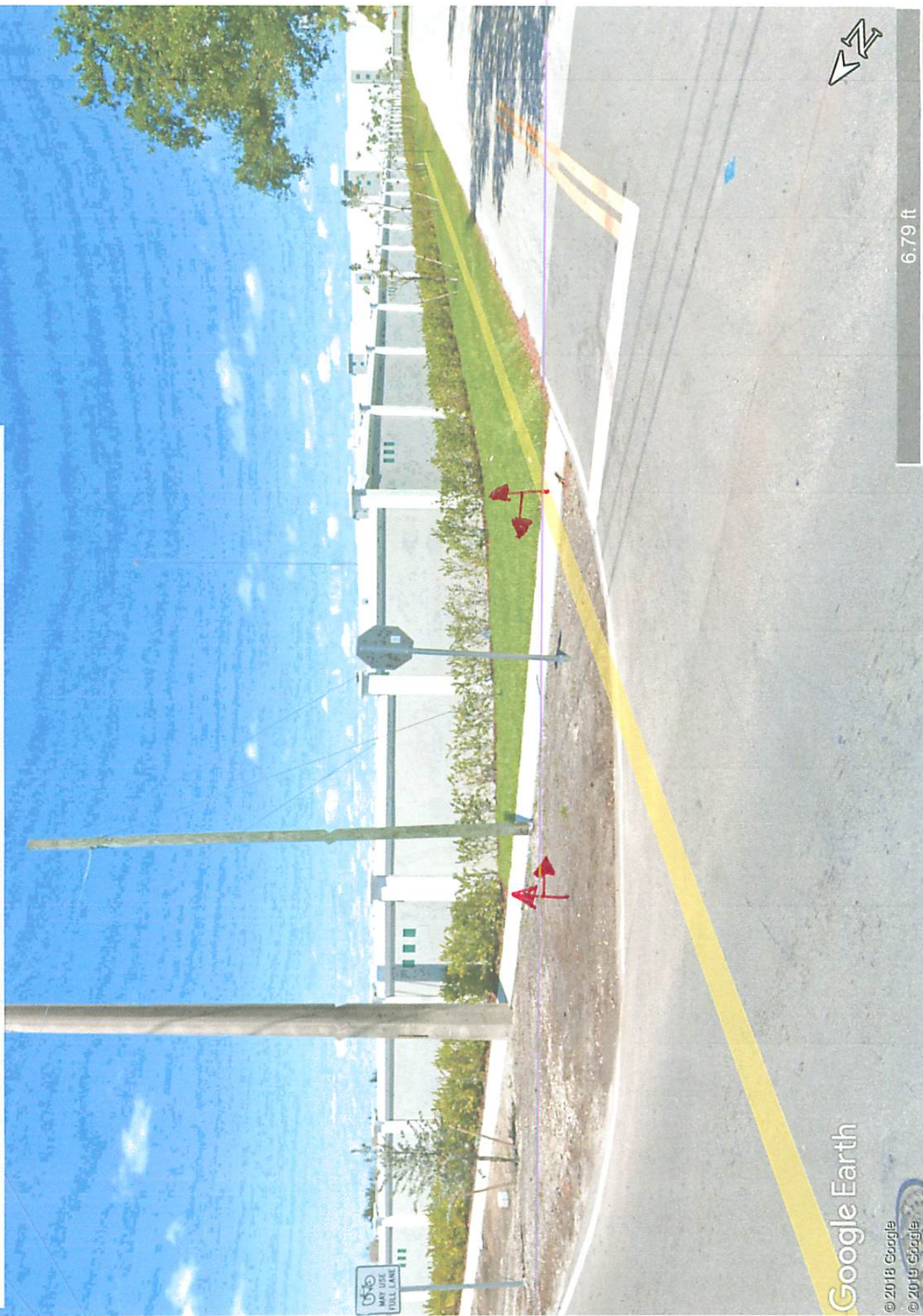
N

Subject Area



# SCC Buffer Wall Intersection of SW 40 Ave. & SW 25 Street

Legend



Google Earth

© 2018 Google  
© 2019 Google

6.79 ft





|                        |                                                  |         |                 |
|------------------------|--------------------------------------------------|---------|-----------------|
| Site Address           | 2500 COMMERCE CENTER WAY, PEMBROKE PARK FL 33023 | ID #    | 5142 20 20 0010 |
| Property Owner         | DCT/CE LLC<br>%PROLOGIS RE TAX                   | Millage | 0613            |
| Mailing Address        | 1800 WAZEE ST DENVER CO 80202                    | Use     | 40              |
| Abbr Legal Description | SENECA COMMERCE CENTER 182-11 B TR A             |         |                 |

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

| Property Assessment Values |             |                           |                        |                         |              |
|----------------------------|-------------|---------------------------|------------------------|-------------------------|--------------|
| Year                       | Land        | Building /<br>Improvement | Just / Market<br>Value | Assessed /<br>SOH Value | Tax          |
| 2019                       | \$7,699,020 |                           | \$7,699,020            | \$7,699,020             |              |
| 2018                       | \$7,699,020 |                           | \$7,699,020            | \$3,874,940             | \$107,901.42 |
| 2017                       | \$6,802,900 |                           | \$6,802,900            | \$3,522,680             | \$97,851.26  |

| 2019 Exemptions and Taxable Values by Taxing Authority |             |              |             |             |
|--------------------------------------------------------|-------------|--------------|-------------|-------------|
|                                                        | County      | School Board | Municipal   | Independent |
| Just Value                                             | \$7,699,020 | \$7,699,020  | \$7,699,020 | \$7,699,020 |
| Portability                                            | 0           | 0            | 0           | 0           |
| Assessed/SOH                                           | \$7,699,020 | \$7,699,020  | \$7,699,020 | \$7,699,020 |
| Homestead                                              | 0           | 0            | 0           | 0           |
| Add. Homestead                                         | 0           | 0            | 0           | 0           |
| Wid/Vet/Dis                                            | 0           | 0            | 0           | 0           |
| Senior                                                 | 0           | 0            | 0           | 0           |
| Exempt Type                                            | 0           | 0            | 0           | 0           |
| Taxable                                                | \$7,699,020 | \$7,699,020  | \$7,699,020 | \$7,699,020 |

[illegible][illegible]

Property Id: 514220200010

\*\*Please see map d



July 22, 2019

**Michael J. Miller**

---

**From:** Michael J. Miller  
**Sent:** Tuesday, June 04, 2019 1:50 PM  
**To:** TLarson@townofpembrokepark.com; cjr@ryanlawfl.com; Marlene Siegel  
**Cc:** 'Alan Corriveau'  
**Subject:** Pembroke Park - Seneca Commerce Center - Buffer Wall Encroachment in public ROW - SW 40 Ave. & SW 25 Street  
**Attachments:** SUN-20190604114518.pdf

To All:

As we know the Seneca Commerce Center is under construction.

We recently learned from looking at an as-built survey they inadvertently installed a section of the new buffer wall at the intersection of SW 40 Avenue and SW 25 Street in the newly dedicated right-of-way.

They would prefer not to demolish it and move it back inside their site. They have asked to leave it there with an encroachment agreement.

Please review and comment. I do not see a problem with the location as the pavement / walkways / utilities are pretty far away from the wall and will not be relocated (except maybe widening SW 40 Ave.).

I believe the Town has already prepared a standardized encroachment agreement format (SFR on CLR).

We will need an agreement prepared - see the attached legal description and sketch of survey.

Michael J. Miller, AICP  
June 3, 2019

-----Original Message-----

From: Mike Gai <mgai@suntecheng.com>  
Sent: Tuesday, June 04, 2019 12:24 PM  
To: Michael J. Miller <mmiller@michaelmillerplanning.com>  
Subject: FW:

Sketch and legal for wall encroachment as requested for encroachment agreement. Let me know if you need anything else

Regards,

Mike Gai  
Principal  
(954)777-3123 Ext. 310 Office  
(954)777-3114 Fax  
4577 Nob Hill Road, Suite 102  
Sunrise, FL 33351  
mgai@suntecheng.com



[www.suntecheng.com](http://www.suntecheng.com)

Sun-Tech Engineering, Inc. cannot guarantee the security or privacy of this communication; all information is provided "as is" without warranty of any kind. Upon release of these electronic files Sun-Tech Engineering is no longer responsible for their use or modification and does not accept liability for any consequences arising out of the use of this data.

-----Original Message-----

From: Suntech-Copier3501i@suntecheng.com <Suntech-Copier3501i@suntecheng.com>

Sent: Tuesday, June 4, 2019 12:45 PM

To: Mike Gai <mgai@suntecheng.com>

Subject:

Open attached scanned file

-----  
CS 3501i

[00:17:c8:24:1a:5d]  
-----

**COUSINS SURVEYORS & ASSOCIATES, INC.**

3921 SW 47TH AVENUE, SUITE 1011  
DAVIE, FLORIDA 33314  
CERTIFICATE OF AUTHORIZATION : LB # 6448  
PHONE (954) 689-7766 FAX (954) 689-7799

PROJECT NUMBER : 8435-17

CLIENT :

BURKE CONSTRUCTION

**LAND DESCRIPTION AND SKETCH****LAND DESCRIPTION:**

A PORTION OF S.W. 25TH STREET AND S.W. 40TH AVENUE AS SHOWN ON THE PLAT OF "SENECA COMMERCE CENTER", ACCORDING TO THE PLAT THEREOF, AS RECORDED IN PLAT BOOK 182, PAGE 11, OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF THE SOUTHWEST QUARTER (SW 1/4) OF SECTION 20, TOWNSHIP 51 SOUTH, RANGE 42 EAST;

THENCE NORTH 87°52'20" EAST ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER (SW 1/4) OF SAID SECTION 20, A DISTANCE OF 40.00 FEET;

THENCE NORTH 01°59'53" WEST, A DISTANCE OF 37.08 FEET TO THE POINT OF BEGINNING;

THENCE CONTINUE NORTH 01°59'53" WEST, A DISTANCE OF 7.99 FEET;

THENCE SOUTH 47°03'47" EAST, A DISTANCE OF 42.47 FEET;

THENCE SOUTH 87°52'20" WEST, A DISTANCE OF 7.99 FEET;

THENCE NORTH 47°03'47" WEST, A DISTANCE OF 31.18 FEET TO THE PINT OF BEGINNING.

SAID LANDS SITUATE, LYING AND BEING IN BROWARD COUNTY, FLORIDA.

I HEREBY CERTIFY THAT THE ATTACHED "LAND DESCRIPTION AND SKETCH" IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF AS PREPARED UNDER MY DIRECTION IN JUNE, 2019. I FURTHER CERTIFY THAT THIS "LAND DESCRIPTION AND SKETCH" MEETS THE STANDARD OF PRACTICE FOR SURVEYING IN THE STATE OF FLORIDA ACCORDING TO CHAPTER 5J-17 OF THE FLORIDA ADMINISTRATIVE CODE. PURSUANT TO SECTION 472.027, FLORIDA STATUTES. SUBJECT TO THE QUALIFICATIONS NOTED HEREON.

FOR THE FIRM, BY: \_\_\_\_\_

RICHARD E. COUSINS  
PROFESSIONAL SURVEYOR AND MAPPER  
FLORIDA REGISTRATION NO. 4188

| REVISIONS                 | DATE     | FB/PG | DWN | CKD |
|---------------------------|----------|-------|-----|-----|
| LAND DESCRIPTION & SKETCH | 06/04/19 | ----  | AM  | REC |
|                           |          |       |     |     |
|                           |          |       |     |     |
|                           |          |       |     |     |
|                           |          |       |     |     |

LAND  
DESCRIPTION &  
SKETCH  
FOR  
WALL EASEMENT

PROPERTY ADDRESS :

**SENECA**

SCALE: N/A

SHEET 1 OF 2

# COUSINS SURVEYORS & ASSOCIATES, INC.



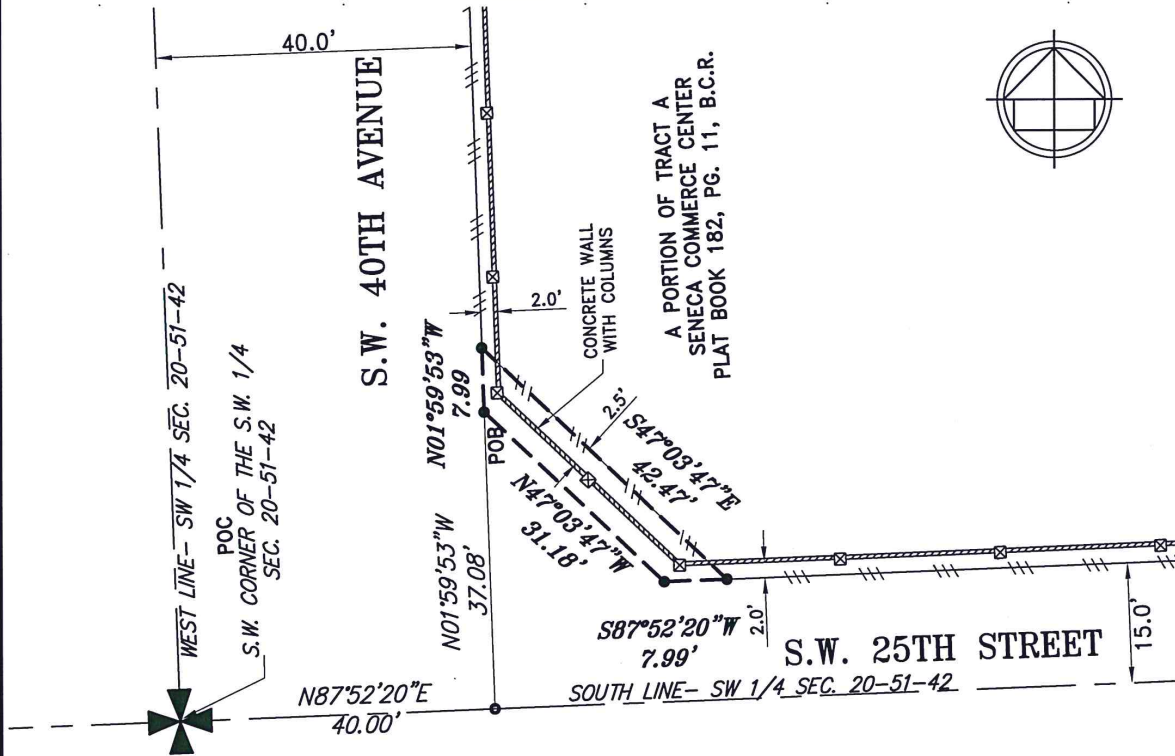
3921 SW 47TH AVENUE, SUITE 1011  
DAVIE, FLORIDA 33314  
CERTIFICATE OF AUTHORIZATION : LB # 6448  
PHONE (954) 689-7766 FAX (954) 689-7799

PROJECT NUMBER : 8435-17

CLIENT :

BURKE CONSTRUCTION

## LAND DESCRIPTION AND SKETCH



### NOTES:

#### LEGEND:

CKD CHECKED BY  
DWN DRAWN BY  
FB/PG FIELD BOOK AND PAGE  
POB POINT OF BEGINNING  
POC POINT OF COMMENCEMENT  
P.B. PLAT BOOK  
B.C.R. BROWARD COUNTY RECORDS  
POT POINT OF TERMINATION  
REF.PT. REFERENCE POINT

1. NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER.
2. LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR RIGHTS-OF-WAY, EASEMENTS, OWNERSHIP, OR OTHER INSTRUMENTS OF RECORD.
3. DATA SHOWN HEREON DOES NOT CONSTITUTE A FIELD SURVEY AS SUCH.
4. THE LAND DESCRIPTION SHOWN HEREON WAS PREPARED BY THE SURVEYOR.
5. BEARINGS SHOWN HEREON ARE BASED ON THE WEST LINE OF TRACT A, "SENECA COMMERCE CENTER", P.B. 182, PG. 11, B.C.R. SAID LINE BEARS N01°59'53"W.

| REVISIONS                 | DATE     | FB/PG | DWN | CKD |
|---------------------------|----------|-------|-----|-----|
| LAND DESCRIPTION & SKETCH | 06/04/19 | ----  | AM  | REC |
|                           |          |       |     |     |
|                           |          |       |     |     |
|                           |          |       |     |     |
|                           |          |       |     |     |

LAND  
DESCRIPTION &  
SKETCH  
FOR  
WALL EASEMENT

PROPERTY ADDRESS :  
SENECA

SCALE: 1" = 20'

SHEET 2 OF 2





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:                                  | TC Workshop Mtg. 8-07-19 / TC Regular Mtg. 8-14-19                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Subject:                                       | Initial Analysis / Possible Modifications to Sign Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| Initiated by:                                  | <input checked="" type="checkbox"/> City Council <input type="checkbox"/> City Attorney <input type="checkbox"/> City Manager/Staff                                                                                                                                                                                                                                                                                                                                                                                       |
| Prepared by:                                   | Name & Title: Michael J. Miller, AICP - Consultant Town Planner                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Reviewed by:                                   | Name & Title:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Approved by Town Manager:                      | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Approved by Town Attorney:                     | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Attachments:                                   | MMPA Staff Report dated July 30, 2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Fiscal Impact:                                 | None Known                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Policy Question(s) for Council Considerations: | Should the Town Commission revise its Sign Code and/or Lighting Code to (1) address legal and statutory changes, and (2) allow commercial buildings / gas stations to have greater freedom for business signs and exterior lighting.                                                                                                                                                                                                                                                                                      |
| Summary:                                       | In recent years court rulings and statutory law changes have occurred that effects sign regulations. Also, the Town was requested to approve sign variances for two gas stations that are being re-branded. The new company's corporate branding has distinctive signs and exterior lighting on the canopy facade. The Town does not allow bright colors or canopy strip lighting. The Town allows one 4"-6" colored stripe on canopies. The Town Commission asked staff to research if the Sign Code should be modified. |
| Background:                                    | See summary above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Discussion/Analysis:                           | See summary above. See MMPA staff report dated July 30, 2019.                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Options:                                       | 1) Retain the current Sign Code provisions which are believed to conflict with federal court rulings and statutory law provisions (gas stations).<br>2) Update the entire Sign Code to be more modern and comply with the above issues.<br>3) Proceed with limited Sign Code updates for gas stations / other while the overall Sign Code is being updated.                                                                                                                                                               |
| Advantages:                                    | Updating the Sign Code will correct conflicts with federal court rulings and Florida statutory provisions. Based on community appearance desires, the appearance of the Town main corridors could become more commercialized versus suburban residential. Updating the Sign Code would address modern technology changes (LED / Digital / TV).                                                                                                                                                                            |
| Disadvantages:                                 | If the Sign Code is not updated to address the legal issues challenges to the Town's Sign Code could occur. More signs and lack of enforcing existing code provisions can lead to a poor community appearance and decline in livable desirability. Too many restrictions can economic growth.                                                                                                                                                                                                                             |
| Possible action:                               | 1) Retain the current Sign Code provisions which are believed to conflict with federal court rulings and statutory law provisions (gas stations).<br>2) Update the entire Sign Code to be more modern and comply with the above issues.<br>3) Proceed with limited Sign Code updates for gas stations / other while the overall Sign Code is being updated.                                                                                                                                                               |
| Advantages:                                    | See above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Disadvantages:                                 | See above.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Staff Recommendations:                         | See MMPA staff report dated July 30, 2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Additional Action Needed:                      | Based on the Town Commission's direction: A) Initiate detailed studies of the existing Sign Code. B) Prepare visual analysis of desired / undesired signage. C) Request input (survey) from business owners and residents. D) Adopt updates to the Sign Code (Overall / Focused).                                                                                                                                                                                                                                         |



**TOWN OF PEMBROKE PARK  
COMMUNITY DEVELOPMENT  
MEMORANDUM**

---

**To:** Mayor and Town Commissioners  
Town of Pembroke Park

**CC:** Chris Ryan, Esq., Town Attorney  
Natasha Joseph, Admin. Services Director / Deputy Town Clerk  
Todd Larson, Public Services Director

**From:** Michael J. Miller, AICP   
Consultant Town Planner

**Date:** July 30<sup>th</sup>, 2019

**Subject:** Sign Code Analysis  
General Overview / Gas Station Updates  
MMPA Project No. 00-1102-2018

---

**RECOMMENDED TOWN COMMISSION ACTION**

MMPA recommends the Town Commission review the contents of this staff report and consider various options related to Signage in general, and specifically related to Gas Stations.

---

**ISSUE**

At a recent Town Commission meeting where the Town was being asked to consider granting sign variances for two (2) existing gas stations that are rebranding (Park Rd. & HBB / HBB & SW 32 Ave.), a discussion occurred about the Town's current Sign Code restrictions. Comments were made by the a few commission members that perhaps the Sign Code was too strict it may be time to update the Code to allow more modern features / signage. Specifically mentioned were observations that nearby communities had some gas stations with more lighting on canopy facades, in addition to a normal business sign. MMPA was requested to research the issue and report back on our findings and suggestions.

**TOWN SIGN CODE HISTORY**

Town records reveal the Town adopted its own initial Sign Code in 1972 with updates in 1981 and 1985. It is believed prior to 1972 either the Broward County Sign Code or another municipal Sign Code was used. In 1988 a new Sign Code was adopted by the Town. Since then only two amendments are noted (2003 / 2009).

---

## **SIGN CODE LEGALITY**

Signs and advertising are considered expressions of free speech protected by the U.S. Constitution. Over the years there have been several key legal decisions that have helped to shape the regulation of signs. There are 7 key court decisions and a few other minor decisions, the latest being a major decision in 2015 (Reed vs. Town of Gilbert, Arizona US 135 S. Ct. 2218, 192 L. Ed.). That case essentially invalidated municipal Sign Codes or portions thereof, that treated similar signs differently. The court ruled that sign content must be neutral. For example, if a community allows a temporary sign for a special event, the Code must allow all such signs to be treated the same (event / political / sale). A few communities have updated their Sign Codes since 2015 to comply with the so-called "Gilbert" ruling. In reviewing the Town's existing Sign Code, we find several of the regulations may violate the "Gilbert" ruling guidelines.

**A complete Sign Code update is suggested, with legal advice, which may take some time to complete. A few communities have recently updated their Sign Codes to address the above court decision.**

Further, as related to gas station signage and appearance, in 2017 the Florida Legislature passed an amendment to the Florida Statutes that regulate "Trade, Commerce, Investments, and Solicitations (Ch. 553.79 F.S), as a political favor to a prominent Miami-Dade County based large-scale gas station owner, that prohibits local governments from adopting or enforcing any aesthetic or sign regulations for gas stations (New Subsection 20). Virtually all counties and cities in the state strongly objected to this statutory change, as it usurps local home rule and overrides community appearance guidelines and have been working to have it repealed or modified. Under the current state leadership that is pro-business / special interest this is difficult. The Town's Sign Code regulates gas station business signs and pricing signs (mandates them). The Town's Sign Code is silent as to some of the other corporate trademark, service marks, trade dress, logos, color patterns, design scheme insignia, and other corporate branding items. However, the Town has adopted an Official Color Palette that might conflict with some of a company's branding color patterns. Town staff has attempted to work with gas station owners to allow expanded colors, signs, corporate branding identity, while trying to protect the Town's appearance. It is almost a given the statute will be reversed shortly – so any site alterations that violate normal design guidelines are being negotiated.

**The current state law preempts the Town from adopting or enforcing portions of its Sign Code as related to gas stations. The Town should join with other communities to have this state law provision repealed or modified, as it interferes with home rule authority. It creates a special privilege for one type of business over all others.**

## **TOWN SIGN CODE ALLOWANCES**

The current Town Sign Code allows gas stations (like all businesses) to have one primary sign per street frontage attached to a building wall. In addition, gas stations must provide fuel pricing signs on the premises (State law / BC law / Town law). The Town's Code has provisions for letter height, the length of signs, and maximum sign area. MMPA is familiar with many municipal Sign Codes in the area – the Town's provisions are very similar to the other cities. However, some other cities do allow gas pump canopies to incorporate exterior lighting to highlight colors

**Town of Pembroke Park  
Sign Code Analysis  
General Overview / Gas Station Updates  
July 30<sup>th</sup>, 2019  
Page 3**

or signage. The Town's Code currently prohibits exposed bulbs or neon strip lighting to outline a structure. Often lighting fixtures are enclosed and not visible – but the light washes over the canopy surface. The Town's Code is silent as to this type of exterior lighting; therefore, when staff has reviewed building / sign permit plans, we have historically not allowed this.

**Pending further study, receiving policy input from the Town Commission on this subject, and processing actual Code amendments, upon the Town Commission's direction, staff can institute more flexibility on lighting.**

**OTHER SIGN CODE ALLOWANCES**

MMPA researched several nearby community's Sign Codes and discussed implementation with their staffs. Most other Sign Codes have very similar provisions to the Town's existing Code. It was mentioned that Hallandale Beach seems to allow more illumination for commercial buildings. Their Sign Code allows lighting to be used as an "architectural embellishment" outlining portions of buildings and they are not defined as signs. Their Sign Code also allows bare bulbs, neon and other exposed strip lighting fixtures. The Town's Sign Code expressly prohibits these types of lighting and define them as signs. Miramar's Sign Code heavily restricts signage, exterior lighting to highlight buildings, and bright building colors (even corporate colors). This is a community policy decision. Commonly most communities restrict signage and exposed lighting fixtures to assist in community aesthetics. Often bright lights and excessive signage is more common in tourist areas vs. suburban residential communities.

**Pending receiving policy input from the Town Commission on this subject, staff can institute more flexibility on lighting.**

**SUMMARY**

MMPA was requested to review the existing Town Code provisions related to signs in general, and specifically related to gas stations signage. There are several court decisions and legislative actions that affect the Town's Sign Code provisions. Pending further study and Code amendment preparation we request the Town Commission to discuss these matters further and provide direction to Town staff as set forth herein.

## WIKIPEDIA

# Reed v. Town of Gilbert

**Reed v. Town of Gilbert**, 576 U.S. \_\_\_\_ (2015), is a case in which the United States Supreme Court clarified when municipalities may impose content-based restrictions on signage. The case also clarified the level of constitutional scrutiny that should be applied to content-based restrictions on speech. In 2005, Gilbert, Arizona adopted a municipal sign ordinance that regulated the manner in which signs could be displayed in public areas. The ordinance imposed stricter limitations on signs advertising religious services than signs that displayed "political" or "ideological" messages. When the town's Sign Code compliance manager cited a local church for violating the ordinance, the church filed a lawsuit in which they argued the town's sign regulations violated its First Amendment right to the freedom of speech.

Writing for a majority of the Court, Justice Clarence Thomas held that the town's sign ordinance imposed content-based restrictions that did not survive strict scrutiny because the ordinance was not narrowly tailored to further a compelling government interest.<sup>[1]</sup> Justice Thomas also clarified that strict

## Reed v. Town of Gilbert



### Supreme Court of the United States

Argued January 12, 2015

Decided June 18, 2015

|                       |                                                                                                                                                                                                                                                                                              |
|-----------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Full case name</b> | CLYDE REED, et al., Petitioners v. TOWN OF GILBERT, ARIZONA, et al.                                                                                                                                                                                                                          |
| <b>Docket no.</b>     | 13-502 ( <a href="https://www.supremecourt.gov/search.aspx?FileName=/docketfiles/13-502.htm">https://www.supremecourt.gov/search.aspx?FileName=/docketfiles/13-502.htm</a> )                                                                                                                 |
| <b>Citations</b>      | 576 U.S. ____ ( <i>more</i> )<br>135 S. Ct. 2218; 192 L. Ed. 2d 236; 2015 U.S. LEXIS 4061; 83 U.S.L.W. 4444; 25 Fla. L. Weekly Fed. S 383                                                                                                                                                    |
| <b>Argument</b>       | Oral argument ( <a href="https://www.oyez.org/cases/2014/13-502">https://www.oyez.org/cases/2014/13-502</a> )                                                                                                                                                                                |
| <b>Prior</b>          | <b>Case history</b><br>On Writ of Certiorari to the United States Court of Appeals for the Ninth Circuit, <i>Reed v. Town of Gilbert</i> , 707 F.3d 1057 ( <a href="https://www.leagle.com/decision/infco20130208102">https://www.leagle.com/decision/infco20130208102</a> ) (9th Cir. 2013) |

### Holding

A municipal ordinance that placed stricter limitations on the size and placement of religious signs than other types of signs was an unconstitutional content-based restriction on free speech

### Court membership

#### Chief Justice

John Roberts

#### Associate Justices

Antonin Scalia · Anthony Kennedy  
Clarence Thomas · Ruth Bader Ginsburg  
Stephen Breyer · Samuel Alito  
Sonia Sotomayor · Elena Kagan

### Case opinions

scrutiny should always be applied when a law is content-based on its face.<sup>[2]</sup> Justice Stephen Breyer and Justice Elena Kagan both wrote opinions concurring in the judgment, in which they argued that content-based regulations should not always automatically

trigger strict scrutiny.<sup>[3]</sup> Although some commentators praised the court's decision as a victory for "individual liberty",<sup>[4]</sup> other commentators criticized the Court's methodology.<sup>[5]</sup> Some analysts have also suggested that the case left open several important questions within First Amendment jurisprudence that may be re-litigated in future years.<sup>[6]</sup>

|                      |                                                              |
|----------------------|--------------------------------------------------------------|
| <b>Majority</b>      | Thomas, joined by Roberts, Scalia, Kennedy, Alito, Sotomayor |
| <b>Concurrence</b>   | Alito, joined by Kennedy, Sotomayor                          |
| <b>Concurrence</b>   | Breyer (in judgment)                                         |
| <b>Concurrence</b>   | Kagan (in judgment), joined by Ginsburg, Breyer              |
| <b>Laws applied</b>  |                                                              |
| U.S. Const. amend. I |                                                              |

## Contents

---

### Background

- Content-based restrictions on speech
- Gilbert, Arizona municipal sign ordinance
- Good News Community Church
- Initial lawsuit
- Remand and appeal to the Supreme Court of the United States

### Opinion of the Court

- Justice Alito's concurring opinion
- Justice Breyer's opinion concurring in the judgment
- Justice Kagan's opinion concurring in the judgment

### Analysis and commentary

#### See also

#### Notes

#### References

#### External links

## Background

---

### Content-based restrictions on speech

The First Amendment to the United States Constitution prohibits states from enacting laws that abridge the freedom of speech.<sup>[7]</sup> Municipal governments may not "restrict expression because of its message, its ideas, its subject matter, or its content".<sup>[8]</sup> Laws that regulate speech based on the expressive content of the speech are presumptively unconstitutional; such restrictions are only permissible when they are narrowly tailored to serve a compelling state interest.<sup>[9]</sup> For the purposes of the First Amendment, government regulation of speech is considered "content-based" when it targets speech because of ideas or messages that are expressed.<sup>[10]</sup>



Furthermore, some laws may still be considered "content-based" even though they appear to be facially content-neutral.<sup>[11]</sup> Laws are considered "content-based" if they cannot be "justified without reference to the content of the regulated speech" or if they were adopted "because of disagreement with the message [the speech] conveys".<sup>[12]</sup>

### Gilbert, Arizona municipal sign ordinance

In 2005, the town of Gilbert, Arizona adopted a municipal sign ordinance that regulated the manner in which signs could be displayed in public areas.<sup>[13]</sup> Although the ordinance banned the display of most outdoor signs without a permit, twenty three categories of signs were exempt from the permit requirement.<sup>[14]</sup> Three of those categories were relevant to this case.<sup>[15]</sup> First, "ideological signs", which contained "a message or ideas for noncommercial purposes", could be up to twenty square feet in size and could be placed in any "zoning district" for any length of time.<sup>[16]</sup> Second, "political signs", which included content "designed to influence the outcome of an election called by a public body", could be no larger than thirty two square feet on nonresidential property and sixteen square feet on residential property.<sup>[17]</sup> Additionally, political signs could only be displayed "up to 60 days before a primary election and up to 15 days following a general election".<sup>[18]</sup> Third, "temporary directional signs relating to a qualifying event", which directed "pedestrians, motorists, and other passersby" to events hosted by non-profit organizations, could be no larger than six square feet.<sup>[19]</sup> Additionally, temporary directional signs relating to a qualifying event could be displayed no earlier than twelve hours before the start of a qualifying event and no later than one hour after the end of the event; these signs could only be displayed in private property or public rights-of-way, but no more than four signs could be placed on a single property at the same time.<sup>[20]</sup>

### Good News Community Church

The named plaintiff, Clyde Reed, is the pastor of Good News Community Church.<sup>[21]</sup> The church is a "small, cash-strapped entity that own[ed] no building" and held services in elementary schools and other buildings in Gilbert, Arizona.<sup>[22]</sup> On the original docket, the name was Good News Presbyterian Church because according to Reed, the church's name has actually "vacillated" between that and Good News Community Church.<sup>[23]</sup> Because the briefs had used "Community", the District Court used it as well.<sup>[23]</sup> To advertise their services, the church placed fifteen-to-twenty temporary signs in various locations around Gilbert.<sup>[24]</sup> The signs would typically include the church's name as well as the location and time of services.<sup>[25]</sup> Members of the



Downtown Gilbert, Arizona (pictured), the town in which the lawsuit originated.

church "would post the signs early in the day on Saturday and then remove them around midday on Sunday".<sup>[25]</sup> However, the town's Sign Code compliance manager cited the church on two occasions, for exceeding time limits when displaying signs and for failing to include the date of the event on a sign, respectively.<sup>[25]</sup>

### Initial lawsuit

The church filed suit in the United States District Court for the District of Arizona in March 2008, where they claimed the town "abridged their freedom of speech in violation of the First and Fourteenth Amendments".<sup>[26]</sup> The district court first denied the church's request for a preliminary injunction, and the church then appealed to the United States Court of Appeals for the Ninth Circuit.<sup>[27]</sup> The Ninth Circuit, analyzing the likelihood of success on the merits requirement for a preliminary injunction, affirmed the decision of the district court, holding that the town's restrictions for temporary directional signs "did not regulate speech on the basis of content"<sup>[28]</sup> Although the Ninth Circuit conceded that enforcement officers would need to read a sign to determine which portions of the sign ordinance applied to the sign, the Ninth Circuit concluded that this " cursory examination" was not equivalent to "synthesizing the expressive content of the sign".<sup>[29]</sup> The Ninth Circuit then remanded the case back to the district court to determine "in the first instance whether the Sign Code's distinctions among temporary directional signs, political signs, and ideological signs nevertheless constituted a content-based regulation of speech."<sup>[30]</sup>

### Remand and appeal to the Supreme Court of the United States

At a subsequent status conference after the appellate court decision, the parties decided to resolve all the issues on summary judgment, rather than via new preliminary injunction motions.<sup>[31]</sup> The United States District Court for the District of Arizona granted the Town's motion for summary judgment.<sup>[30]</sup> The church then appealed that ruling to the United States Court of Appeals for the Ninth Circuit, but the Ninth Circuit affirmed the judgment of the district court, holding the town's ordinance was content neutral.<sup>[30]</sup> Citing *Hill v. Colorado*, the Ninth Circuit ruled that "Gilbert did not adopt its regulation of speech because it disagreed with the message conveyed" and that the town's "interests in regulat[ing] temporary signs are unrelated to the content of the sign".<sup>[32]</sup> Additionally, the Ninth Circuit concluded that the distinctions between ideological signs, political signs, and temporary directional signs were "based on objective factors relevant to Gilbert's creation of the specific exemption from the permit requirement and do not otherwise consider the substance of the sign".<sup>[33]</sup> Based on its determination that the ordinance was content-neutral, the Ninth Circuit "applied a lower level of scrutiny to the Sign Code" and held it did not violate the First Amendment.<sup>[34]</sup> The church then appealed to the Supreme Court of the United States, which granted certiorari on July 1, 2014.<sup>[35]</sup>

## Opinion of the Court

Writing for a majority of the Court, Justice Clarence Thomas held that the town's sign ordinance was "content-based on its face" in light of the fact that the "restrictions in the Sign Code that apply to any given sign [depend] entirely on the communicative content of the sign".<sup>[37]</sup> Because the church's signs were "treated differently from signs conveying other types of ideas", there was "no need to consider the government's justifications or purposes for enacting the Code to determine whether it is subject to strict scrutiny".<sup>[37]</sup> Justice Thomas rejected the Ninth Circuit's conclusion that the ordinance was content-neutral because the regulations

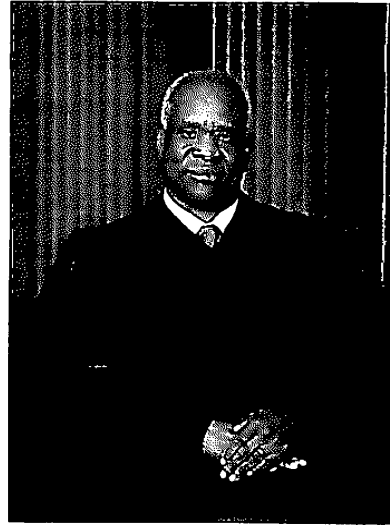
were not based on "disagree[ment] with the message conveyed" and the reasons for regulating the various categories of signs were "unrelated to the content of the sign[s]".<sup>[38]</sup> Rather, he emphasized that "[a] law that is content-based on its face is subject to strict scrutiny regardless of the government's benign motive, content-neutral justification, or lack of 'animus toward the ideas contained' in the regulated speech".<sup>[39][A]</sup> Justice Thomas explained that "innocent motives" do not eliminate the danger of censorship, because governments may one day use content-based laws to regulate "disfavored speech".<sup>[36]</sup>

Additionally, Justice Thomas rejected the town's assertion that a law is only content-based if it "censor[s] or favor[s]" specific viewpoints or ideas.<sup>[41]</sup> The town argued that its sign code was not unconstitutional because it neither endorsed nor suppressed any particular viewpoints or ideas.<sup>[41]</sup> However, Justice Thomas clarified that a statute is content-based if it singles out a specific subject, even though it may not target ideas or viewpoints within that subject matter.<sup>[42]</sup> Furthermore, he also rejected the Ninth Circuit's conclusion that the ordinance was content-neutral because it targeted specific classes of speakers, rather than the content of their speech.<sup>[43]</sup> Although he recognized that speaker-based restrictions were only "the beginning — not the end — of the inquiry", Justice Thomas held that "laws favoring some speakers over others demand strict scrutiny when the legislature's speaker preference reflects a content preference".<sup>[44]</sup>

Because the ordinance imposed content-based restrictions on free speech, Justice Thomas held that the ordinance would only be constitutional if it survived strict scrutiny.<sup>[45][B]</sup> Assuming that the town's interests of preserving aesthetic appeal and traffic safety were compelling, he concluded that these were "hopelessly underinclusive" because the ordinance allowed for the proliferation of an unlimited number of larger, ideological signs that pose the same threats to aesthetics and traffic as directional signs.<sup>[47]</sup> In fact, Justice Thomas suggested that a "sharply worded" ideological sign may be more likely to distract drivers than a directional sign.<sup>[47]</sup> Justice Thomas also suggested that some directional signs "may be essential, both for vehicles and pedestrians, to guide traffic or to identify hazards and ensure safety".<sup>[48]</sup> Therefore, Justice Thomas remanded the case for reconsideration in light of the Court's opinion.<sup>[49]</sup>

### Justice Alito's concurring opinion

Justice Samuel Alito wrote a separate concurring opinion, in which he was joined by Justice Anthony Kennedy and Justice Sonia Sotomayor.<sup>[50]</sup> He agreed that content-based regulations present the same dangers as viewpoint-based regulations because content-based regulations "may interfere with democratic self-government and the search for truth".<sup>[51]</sup> He also agreed that the town's ordinance was "replete with content-based distinctions" that were subject to strict scrutiny.<sup>[50]</sup> However, Justice Alito wrote separately to emphasize that the Court's opinion would not "prevent cities from regulating signs in a way that fully protects public



In his majority opinion, Justice Clarence Thomas emphasized that "innocent motives" do not eliminate the danger of censorship.<sup>[36]</sup>

safety and serves legitimate esthetic objectives".<sup>[52]</sup> To support his argument, Justice Alito provided a list of examples of content-neutral sign regulations, including: regulations that target the size of signs, regulations that target the locations at which signs may be placed, regulations distinguishing between lighted and unlighted signs, regulations that distinguish between the placement of signs on public and private property, rules that restrict the total number of signs "per mile of roadway", and rules that distinguish between freestanding signs and signs that are attached to buildings.<sup>[52]</sup>

### Justice Breyer's opinion concurring in the judgment

Justice Stephen Breyer wrote an opinion concurring in the judgment, in which he argued that content-based discrimination should be considered a "rule of thumb, rather than as an automatic 'strict scrutiny' trigger, leading to almost certain legal condemnation".<sup>[53]</sup> Justice Breyer conceded that content-based regulations sometimes reveal weaknesses in the government's rationale for limiting speech, and that content-based regulations interfere with the "free marketplace of idea[s]".<sup>[54]</sup> However, he also argued that "virtually all government activities involve speech", and many involve content-based regulations on speech.<sup>[54]</sup> Therefore, he concluded that a rule triggering strict scrutiny for all cases involving content-based restrictions would be a "recipe for judicial management of ordinary government regulatory activity".<sup>[55]</sup> Justice Breyer argued that instead of the automatic trigger, courts should determine the constitutionality of content-based regulations by "examining the seriousness of the harm to speech, the importance of the countervailing objectives, the extent to which the law will achieve those objectives, and whether there are other, less restrictive ways of doing so".<sup>[55]</sup> Although he did not believe strict scrutiny should be applied to the town's sign ordinance, he agreed that the town's ordinance was unconstitutional because the town did not provide a rational justification for treating some signs differently than other.<sup>[56]</sup>

### Justice Kagan's opinion concurring in the judgment

Justice Elena Kagan also wrote an opinion concurring in the judgment, in which she was joined by Justice Ruth Bader Ginsburg and Justice Stephen Breyer.<sup>[58]</sup> Like Justice Breyer, Justice Kagan argued that it was not necessary to apply strict scrutiny to all content-based restrictions on speech.<sup>[59]</sup> She argued that the majority's opinion would jeopardize too many "entirely reasonable" existing sign ordinances across the country.<sup>[60]</sup> In light of the court's opinion, Justice Kagan suggested that municipalities will now be forced to choose between repealing "exemptions that allow for helpful signs on streets and sidewalks" and lifting "sign restrictions altogether and resign[ing] themselves to the resulting clutter".<sup>[61]</sup> Instead of applying strict scrutiny in every case, Justice Kagan claimed that strict scrutiny is only appropriate when there is a "realistic possibility that official suppression of ideas is afoot".<sup>[62]</sup> Likewise, she also claimed that strict scrutiny is not necessary when there is no risk that regulations will "skew the public's debate of ideas".<sup>[63]</sup> Applying these principles to this case, Justice Kagan held the ordinance "does not pass strict scrutiny, or intermediate scrutiny, or even the laugh test" because the town did not provide "any sensible basis" for the content-based distinctions within its sign ordinance.<sup>[57]</sup>

## Analysis and commentary

---

After the court issued its decision, some commentators praised the Court's ruling for "further[ing] individual liberty by striking down a government's unjustified censorship of protected speech".<sup>[64]</sup> David A. Cortman, counsel for Good News Community Church, said the Court's ruling was an "important victory for all the little guys who have ever found their speech silenced by the strong arm of government".<sup>[65]</sup> Likewise, Nina Totenberg reported that one consequence of the Court's decision is that "the government has much less power to regulate how other people speak."<sup>[66]</sup> However, other commentators criticized the majority opinion's methodology; Hadley Arkes, for example, wrote that the Court's decision "revealed the unlovely spectacle of the conservatives talking themselves ever deeper into a genuine moral relativism in the regulation of speech".<sup>[67]</sup> Some analysts also claimed the majority's opinion left open unanswered questions within the Court's First Amendment jurisprudence.<sup>[68]</sup> Lyle Denniston, for example, suggested that after the Court issued its decisions in *Reed* and *Walker v. Texas Division, Sons of Confederate Veterans*, "the meaning of the First Amendment, in general, became somewhat more confusing".<sup>[69]</sup> Eugene Volokh also suggested the Court's opinion is likely to be litigated again in lower courts.<sup>[70]</sup>



In her concurring opinion, Justice Elena Kagan cautioned that the Court may soon become "a veritable Supreme Board of Sign Review".<sup>[57]</sup>

## See also

- List of United States Supreme Court cases, volume 576
- List of United States Supreme Court cases
- Lists of United States Supreme Court cases by volume
- List of United States Supreme Court cases by the Roberts Court

## Notes

- In its *amicus* brief, the United States argued that "a sign regulation is content neutral—even if it expressly draws distinctions based on the sign's communicative content—if those distinctions can be justified without reference to the content of the regulated speech."<sup>[40]</sup>
- To survive strict scrutiny, a law must further a compelling government interest and the law must be narrowly tailored to achieve that interest.<sup>[46]</sup>

## References

- Reed v. Town of Gilbert*, No. 13-502, 576 U.S. \_\_\_, slip op. at 15, 17 (2015)
- Reed*, slip op. at 8.
- Reed*, slip op. at 1 (Breyer, J., concurring in judgment); *Reed*, slip op. at 3 (Kagan, J., concurring in judgment).



Select Year: 2018 

## The 2018 Florida Statutes

[Title XXXIII](#)  
REGULATION OF TRADE, COMMERCE,  
INVESTMENTS, AND SOLICITATIONS

[Chapter 553](#)  
BUILDING CONSTRUCTION  
STANDARDS

[View Entire  
Chapter](#)

### **553.79** Permits; applications; issuance; inspections.—

(1)(a) After the effective date of the Florida Building Code adopted as herein provided, it shall be unlawful for any person, firm, corporation, or governmental entity to construct, erect, alter, modify, repair, or demolish any building within this state without first obtaining a permit therefor from the appropriate enforcing agency or from such persons as may, by appropriate resolution or regulation of the authorized state or local enforcing agency, be delegated authority to issue such permits, upon the payment of such reasonable fees adopted by the enforcing agency. The enforcing agency is empowered to revoke any such permit upon a determination by the agency that the construction, erection, alteration, modification, repair, or demolition of the building for which the permit was issued is in violation of, or not in conformity with, the provisions of the Florida Building Code. Whenever a permit required under this section is denied or revoked because the plan, or the construction, erection, alteration, modification, repair, or demolition of a building, is found by the local enforcing agency to be not in compliance with the Florida Building Code, the local enforcing agency shall identify the specific plan or project features that do not comply with the applicable codes, identify the specific code chapters and sections upon which the finding is based, and provide this information to the permit applicant. A plans reviewer or building code administrator who is responsible for issuing a denial, revocation, or modification request but fails to provide to the permit applicant a reason for denying, revoking, or requesting a modification, based on compliance with the Florida Building Code or local ordinance, is subject to disciplinary action against his or her license pursuant to s. 468.621(1)(i). Installation, replacement, removal, or metering of any load management control device is exempt from and shall not be subject to the permit process and fees otherwise required by this section.

(b) A local enforcement agency shall post each type of building permit application on its website. Completed applications must be able to be submitted electronically to the appropriate building department. Accepted methods of electronic submission include, but are not limited to, e-mail submission of applications in portable document format or submission of applications through an electronic fill-in form available on the building department's website or through a third-party submission management software. Payments, attachments, or drawings required as part of the permit application may be submitted in person in a nonelectronic format, at the discretion of the building official.

(2) Except as provided in subsection (6), an enforcing agency may not issue any permit for construction, erection, alteration, modification, repair, or demolition of any building or structure until the local building code administrator or inspector has reviewed the plans and specifications required by the Florida Building Code, or local amendment thereto, for such proposal and found the plans to be in compliance with the Florida Building Code. If the local building code administrator or inspector finds



2. Inspecting a physically nonadjacent portion of a building, structure, or real property that is directly impacted by the construction, erection, alteration, modification, repair, or demolition of the building, structure, or real property for which the permit is sought in accordance with the prohibition in paragraph (a).

3. Inspecting any portion of a building, structure, or real property for which the owner or other person having control of the building, structure, or real property has voluntarily consented to the inspection of that portion of the building, structure, or real property in accordance with the prohibition in paragraph (a).

4. Inspecting any portion of a building, structure, or real property pursuant to an inspection warrant issued in accordance with ss. 933.20-933.30.

(d) This subsection is repealed upon receipt by the Secretary of State of the written certification by the chair of the Florida Building Commission that the commission has adopted an amendment to the Florida Building Code which substantially incorporates this subsection, including the prohibition in paragraph (a), as part of the code and such amendment has taken effect.

(19) For the purpose of inspection and record retention, site plans or building permits may be maintained in the original form or in the form of an electronic copy at the worksite. These plans and permits must be open to inspection by the building official or a duly authorized representative, as required by the Florida Building Code.

(20)(a) A political subdivision of this state may not adopt or enforce any ordinance or impose any building permit or other development order requirement that:

1. Contains any building, construction, or aesthetic requirement or condition that conflicts with or impairs corporate trademarks, service marks, trade dress, logos, color patterns, design scheme insignia, image standards, or other features of corporate branding identity on real property or improvements thereon used in activities conducted under chapter 526 or in carrying out business activities defined as a franchise by Federal Trade Commission regulations in 16 C.F.R. ss. 436.1, et. seq.; or

2. Imposes any requirement on the design, construction, or location of signage advertising the retail price of gasoline in accordance with the requirements of ss. 526.111 and 526.121 which prevents the signage from being clearly visible and legible to drivers of approaching motor vehicles from a vantage point on any lane of traffic in either direction on a roadway abutting the gas station premises and meets height, width, and spacing standards for Series C, D, or E signs, as applicable, published in the latest edition of Standard Alphabets for Highway Signs published by the United States Department of Commerce, Bureau of Public Roads, Office of Highway Safety.

(b) This subsection does not affect any requirement for design and construction in the Florida Building Code.

(c) All such ordinances and requirements are hereby preempted and superseded by general law. This subsection shall apply retroactively.

(d) This subsection does not apply to property located in a designated historic district.

History.—s. 10, ch. 74-167; s. 4, ch. 77-365; s. 10, ch. 83-160; s. 1, ch. 83-352; s. 2, ch. 84-24; s. 3, ch. 84-365; s. 2, ch. 85-97; s. 2, ch. 86-135; s. 2, ch. 87-287; s. 5, ch. 87-349; s. 2, ch. 88-142; s. 1, ch. 88-378; s. 1, ch. 91-7; s. 4, ch. 93-249; ss. 57, 260, ch. 94-119; s. 7, ch. 94-284; s. 461, ch. 94-356; s. 72, ch. 95-144; s. 2, ch. 95-379; s. 14, ch. 96-298; s. 73, ch. 96-388; s. 1175, ch. 97-103; ss. 48, 49, ch. 98-287; ss. 82, 83, 84, 135, ch. 2000-141; ss. 27, 34, 35, 37, ch. 2001-186; ss. 2, 3, 4, 6, ch. 2001-372; s. 666, ch. 2003-261; s. 10, ch. 2005-147; s. 36, ch. 2010-176; s. 1, ch. 2011-82; s. 73, ch. 2012-5; s. 15, ch. 2012-13; s. 150, ch. 2013-183; s. 16, ch. 2013-193; s. 126, ch. 2014-17; s. 22, ch. 2014-154; ss. 19, 39, ch. 2016-129; s. 36, ch. 2017-3; s. 3, ch. 2017-149.

**Sec. 21-20. - Permanent signs.**

Only such permanent signs as are listed in this section shall be permitted to be erect or maintained upon any building lot, plot or parcel of land, for the following types of land uses:

- (1) Single-family, detached and attached (no more than two (2) units in a row):  
One (1) nameplate sign which shall be permitted shall not exceed one and one-half (1½) square feet of total area per dwelling unit.
- (2) Multifamily attached dwellings: One (1) nameplate sign which shall be permitted shall not exceed one and one-half (1½) square feet of total area; ground or wall signs indicating the name of the complex not to exceed the size limitations as delineated in subsection (3)e, hereinbelow.

**(3) All nonresidential uses:**

- a. A wall or canopy identification sign shall be permitted, not to exceed the following size limitations:

1. **Maximum height of letters.** No wall sign shall have either letters, cabinets or border exceeding eighteen (18) inches in height, provided, however, that the height of such letters/cabinets may be increased in height one (1) inch for each twenty-four (24) feet or major portion thereof setback distance between the front building line and the street property line.
2. **Maximum length of sign.** To be in proportion to the building/bay frontage occupied by the licensed establishment in accordance with the following:

| Primary Building/Bay Frontage | Maximum length |
|-------------------------------|----------------|
| 0 to 25 feet                  | 10'0"          |
| 26 to 40 feet                 | 12'0"          |
| 41 to 55 feet                 | 14'0"          |
| 56 to 70 feet                 | 16'0"          |



|                   |       |
|-------------------|-------|
| 71 to 85 feet     | 18'0" |
| 86 feet and above | 20'0" |

3. *Maximum sign area.* No wall sign shall have an area exceeding one (1) square foot for each linear foot of building/bay frontage occupied by the licensed establishment.
- b. One (1) nameplate or identification sign is required at the front and the rear entrances of all the bays/buildings both existing and those constructed subsequent to the effective date of this section, with letters not in excess of three (3) inches in height and the sign area not in excess of three (3) square feet and which must state the name and address of the licensed establishment. Existing structures shall have ninety (90) days subsequent to the effective date of this section to comply with this provision. The front door shall bear the address in three-inch characters.
- c. Hours-of-business sign shall be permitted on a door or adjacent window with letters not in excess of two (2) inches in height and total area not in excess of two (2) square feet.
- d. Movie theaters shall be permitted an additional sign to those listed in subsections a. and b. to display changeable copy not to exceed fifty (50) square feet in sign area. Multiple theaters shall be permitted additional sign area not to exceed twenty-five (25) square feet per additional screen.
- e. One (1) ground box sign or ground sign in a shopping center indicating the name of the center, not to exceed the size limitations as delineated hereinbelow. A second ground box sign or ground sign will be permitted indicating the name of the center if such center fronts on two (2) main thoroughfares of at least secondary arterial designation (eighty-foot right-of-way). This second sign may not exceed the size delineated below:

| Width of Right-of-Way (feet) | Maximum Height of Letters/Symbols (inches) | Maximum Sign Area (sq. ft.) | Logo |
|------------------------------|--------------------------------------------|-----------------------------|------|
| 0 to 50                      | 10                                         | 18                          | 1    |
| 51 to 80                     | 14                                         | 26                          | 1    |
| 81 to 100                    | 16                                         | 32                          | 1    |
| 101 to 120                   | 20                                         | 42                          | 1    |
| 121 and above                | 23                                         | 48                          | 1    |

- f. Individual business under-canopy signs may be permanently installed in shopping centers perpendicular to the storefront and equidistant between the storefront and the canopy edge, center in the store frontage. Under-canopy signs shall be no longer than fifty (50) percent of the width of the canopy up to a maximum of four (4) feet in width. The height of the sign shall be no more than thirty (30) inches, inclusive of suspension devices. The copy displayed is to be used only to indicate to the public the legal or exact firm name or the main character of the business carried on therein or thereon. Internal illumination is permitted. A minimum of eight (8) feet clearance from the bottom of signs to walkway shall be required. Under-canopy signs shall be suspended by rigid mount so as to prohibit any movement of the sign.
- g. When a trademark is incorporated within a sign, the trademark shall not comprise more than twenty (20) percent of the total sign area, provided that the product or services illustrated by the trademark do not constitute the principal business of the establishment.
- h. *Freestanding buildings:*



1. Freestanding structures within shopping centers (out-parcels) shall be permitted one (1) primary wall sign in accordance with the provisions of this section, and one (1) secondary wall sign, which shall not exceed two-thirds (  $\frac{2}{3}$  ) of the size of the primary sign. If the owner chooses not to install a primary and secondary sign, he shall be permitted to erect wall signs on not more than four (4) sides of the building, but only in the secondary size.
2. Freestanding buildings which are not a part of a shopping center: A ground box or ground sign shall be permitted for a freestanding building on a plot with a minimum of one hundred (100) feet of primary frontage. In addition to a ground sign or ground box sign, one of the following may be selected:

Option No. 1: The business may also be permitted to erect a wall or canopy sign facing the primary frontage one-half ( $\frac{1}{2}$ ) the size as delineated in subsection e. hereof.

Option No. 2: If the owner chooses not to use a ground sign, he shall be permitted to erect a wall or marquee sign facing the primary frontage as delineated in subsection e. hereof. He shall also be permitted signs on two (2) side walls, if not facing a residential neighborhood, one-third (  $\frac{1}{3}$  ) the size as delineated in subsection e. hereof.

(4) Nonresidential uses east of CSX Railroad right-of-way:

- a. Billboard signs shall be permitted which meet the following standards:
  1. Billboard structure shall consist of a single monopole and shall comply with all Florida Building Code requirements.
  2. Sign height shall not exceed seventy-five (75) feet above crown of the eastbound lanes of Hallandale Beach Boulevard at the intersection of Hallandale Beach Boulevard and the west boundary of Interstate Highway 95.
  3. Each sign face shall be no larger than forty-eight (48) feet wide and fourteen (14) feet high and shall not exceed six hundred seventy-two (672) square feet.
  4. No billboard structure shall be located within fifteen hundred

(1,500) feet of an existing billboard structure.

(5) All zoning districts:

- a. Permanent subdivision signs or project signs shall conform to Town sign criteria and shall not exceed thirty-two (32) square feet in area nor six (6) feet above the crown of any abutting road or street and shall include landscaping.
- b. Noncommercial directional or information signs shall not exceed one and one-half (1½) square feet in area and shall conform to the Town's sign criteria.

(6) *Municipal signs.* Municipal signs must follow the specifications outlined below:

- a. Construction and design to be in accordance with the Town's design criteria and specifications for signs.
- b. This section shall not apply to any traffic control sign, the design of which is prescribed by state law.

(7) *Gasoline and oil filling stations signs:*

- a. to the extent that this Ordinance No. 88-9-4 [as amended] conflicts with standards set forth within the County Ordinance No. 80-71, as amended, relative to gasoline pricing signs, the provisions of this section shall apply.
- b. *Gasoline pricing signs:* every person, firm or corporation owning and/or operating a gasoline station or gasoline and oil filling station shall clearly and conspicuously post the prices of all gasoline and/or petroleum products available for sale, in accordance with one of the following standards:
  1. Pricing signs shall be architecturally/graphically integrated into each face of a ground box sign, as permitted by subsection (3)h.2. of this section. Pricing signs shall include one (1) price per type of gasoline product dispensed with each displayed in equal size and prominence in not less than eight (8) inches high nor more than sixteen (16) inches high characters, with tenths proportionately sized; with type of service and method of payment in characters

not to exceed twenty-five (25) percent of the height of the pricing characters; the pricing sign shall be illuminated in the same manner as the ground box sign.

2. Pricing signs shall be architecturally/graphically integrated into each face of permitted primary/secondary wall sign.

(Ord. No. 88-9-4, § 5, 9-14-88; Ord. No. 09-01-03, § 3, 1-20-09)

content of advertisements shall be placed by the city. However, a sign owner who contracts with the city may in his sole discretion limit the type or content of advertising to be placed on his sign.

(Code 1980, app. A, art. XII, § 1; Ord. No. 2005-15, § 1, 10-3-2005; Ord. No. 2016-13, § 1, 6-15-2016)

Sec. 32-602. - Short title.

This division may be known and shall be cited as the "Sign Code of the City of Hallandale Beach, Florida."

(Code 1980, app. A, art. XII, § 2)

Sec. 32-603. - Severability.

- (a) *Interpretation; substitution of noncommercial speech for commercial speech.* Notwithstanding anything contained in this division or Code to the contrary, any sign erected pursuant to the provisions of this division or Code or otherwise lawfully existing with a commercial message may, at the option of the owner, contain a noncommercial message in lieu of a commercial message. The noncommercial message may occupy the entire sign face or any portion thereof. The sign face may be changed from commercial to noncommercial messages, or from one noncommercial message to another, as frequently as desired by the owner of the sign, provided that the sign is not a prohibited sign or sign-type and provided that the size, height, setback and other dimensional criteria contained in this division and Code have been satisfied.
- (b) *Severability generally.* If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word of this division is declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, the declaration of such unconstitutionality shall not affect any other part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word of this division.
- (c) *Severability where less speech results.* Without diminishing or limiting in any way the declaration of severability set forth above in subsection (a), above, or elsewhere in this division, this Code, or any adopting ordinance, if any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word of this division is declared unconstitutional by the valid judgment or decree



*License required.* It shall be unlawful for any person to engage in the business of signs or outdoor advertising or in the business of erecting, altering or maintaining signs or sign structures within the city unless that person has a valid certificate of competency issued by the city or county.

(k) *Maintenance of signs.*

- (1) Signs or elements of signs which are burnt out, broken, inoperable, or not functioning as intended shall be repaired or removed. Peeling, fading or chipped paint shall be restored, and any structural damage shall be repaired.
- (2) Any damage or deterioration to a sign or supporting element which, in the opinion of the city manager, is hazardous and/or harmful to the public health or safety shall be repaired or the sign or structure replaced. Without limiting this provision, signs shall be considered hazardous if they present an electrical or fire hazard; are unstable; or may injure passersby, motorists or property. If notification that a sign is hazardous and/or harmful is not acted upon within a reasonable time as set out in such notification, the city shall perform the necessary corrective action or removal and file a lien on the property for all costs associated with this action.

(l) *Exterior lighting.*

- (1) The term "exterior lighting" as used in this section shall mean any variety of lighting forming an integral part of a building designed or used as an architectural embellishment. Such lighting shall not be considered to be a sign unless it identifies a business, establishment or activity by name, symbol, figure or lettering. Persons desiring to employ such lighting shall obtain the permit provided in this subsection.
- (2) Exterior lighting employing strip neon lighting outlining or illuminating a building or portion of a building shall be permitted only in business and industrially zoned districts.
- (3) All exterior lighting shall comply with the maximum permitted intensity and power source shielding standards set out and referred to in section 32-606(f) and shall be mounted and wired as required by the South Florida Building Code and the National Electrical Code.
- (4)



All bare tubing for exterior lighting employing strip neon shall be mounted no less than eight feet in height from the ground or surface adjacent to the wall or surface for which it is mounted to prevent access to the exposed lighting fixture.

(5) Exterior lighting shall not:

- a. Flash, revolve, flutter or be animated;
- b. Be in the form of festoons of lights except as may be specifically permitted in section 32-607(d);
- c. Project into or over any public street right-of-way, including the sidewalk;
- d. Obstruct or interfere with any door, fire exit, stairway, ladder or opening intended to provide light, air, ingress or egress;
- e. Violate the purpose, intent and objectives of this chapter or of this division through improper maintenance, abandonment, neglect, or being in a dilapidated or hazardous condition, as determined by reference to the South Florida Building Code and the National Electrical Code;
- f. Constitute a traffic hazard or a detriment to traffic safety by reason of its size, location, movement, content, coloring, glare or method of illumination, or by obstructing or detracting from the visibility of any official traffic control device by diverting or tending to divert the attention of drivers of moving vehicles from traffic movement on streets, roads, or intersections of access facilities; or
- g. Obstruct the vision of pedestrians.

- (6) It shall be unlawful to erect, construct, install or structurally alter exterior lighting without first obtaining a permit pursuant to this subsection. Illumination, including displays of strip neon lighting meeting any characteristic of a commercial advertising sign, shall be considered a sign; and the person responsible shall comply with all sign permit requirements and regulations and obtain a sign permit but shall not need to obtain the permit required by this subsection. The permit required under this subsection shall be considered by the city commission according to the following procedure:

- a. Applicants shall be required to submit an application containing the names and addresses of the persons in control of possession of the real property upon which the building is to be outlined or illuminated is located, a sketch, blueprint or similar presentation drawn to scale showing the plan of the proposed installation, the maximum intensity of illumination produced by the lighting, nearness of any residential district, and the name, address and telephone number of the applicant. If the applicant is not the same person as the person in control of possession of the affected real property, the applicant shall provide appropriate proof of authority to proceed with the application as set forth in section 32-966(a)(3). The application shall be accompanied by an application fee as established by resolution.
- b. A properly completed application shall be considered by the city commission, which shall consider:
  1. Whether the proposed exterior illumination complies with the maximum permitted intensity standards set out in this division.
  2. Whether there are adequate setbacks and buffering to control adverse effects of light or any nuisances created by the exterior illumination.
  3. Whether the proposed exterior illumination will have a substantial detrimental effect on property values in the neighborhood.
  4. Whether the proposed exterior illumination would violate any of the standards set out in subsection (l)(5) of this section.
- c. The city commission may consider other factors and require other conditions in granting or denying an application for permits under this subsection when considered necessary to further the intent of this division and the general welfare, including but not limited to limitations on the hours of operation of such exterior illumination.

(Code 1980, app. A, art. XII, § 4; Ord. No. 2005-1, § 1, 1-4-2005; Ord. No. 2005-15, § 1, 10-3-2005; Ord. No. 2012-01, § 1, 1-4-2012; Ord. No. 2016-13, § 1, 6-15-2016)

Sec. 32-606. - Permitted signs.

(a)



(/)

Type: Dictionary X Search Law Insider...

Home (/) / Dictionary (/dictionary) / Broward County Trafficways Plan

## Definition of Broward County Trafficways Plan

SHARE CITE TERM

**Broward County Trafficways Plan** means the plan promulgated by the Broward County Planning Council pursuant to Chapter 59-1154, Laws of Florida, as amended, and the Broward County Charter, which depicts a network of trafficways for Broward County (also known as the Broward County Planning Council Trafficways Plan).

SAMPLE 1 BASED ON 1 DOCUMENTS

### Complaint Form - Complete Online or Print

View Complaint Forms. Search Government Legal & Program Forms. govdocs.co

OPEN



## Examples of Broward County Trafficways Plan in a sentence

Policy 1.1 Continue to require that all properties being platted have direct roadway access and that they provide for the dedication of necessary right of way pursuant to the **Broward County Trafficways Plan**.

The Broward County Planning Council, has exclusive jurisdiction over the **Broward County Trafficways Plan**, a right- of-way identification map.

CLOSE

# BROWARD COUNTY TRAFFICWAYS PLAN

## LEGEND

| Classification                | Symbol                                                                              | R/W                       |
|-------------------------------|-------------------------------------------------------------------------------------|---------------------------|
| Limited Access/<br>Controlled |    | 325'                      |
| Arterial                      |  | 200'                      |
|                               |  | 144'                      |
|                               |  | 120'                      |
|                               |  | 110'                      |
|                               |  | 106'                      |
|                               |  | 100'                      |
| Collector                     |  | 94'                       |
|                               |  | 80'                       |
|                               |  | 70'                       |
| One-Way-Pair                  |  | 54'                       |
|                               |  | 42'                       |
| Irregular<br>Designation      |  | 0.0'                      |
| Context Sensitive<br>Corridor |  | Subject to Specific Plans |

## AREA PLANNING B Adoption Dates

North: 10/9/62      South: 10/9/62  
Central: 9/11/62      South: 9/11/62

## GENERAL NOTES

1. TRAFFICWAYS LOCATIONS ARE  
This plan shows traffic corridors, not  
Alignments will be determined as a part of  
studies.
2. LOCAL ROADS  
Local roads are not included in the plan.
3. RIGHT-OF-WAY REQUIREMENTS  
The standard right-of-way requirements for the  
Trafficways Plan may be less than those shown  
shown only where existing conditions are  
width and as determined and approved by the  
Council.

Date of Last Revision  
January 24, 2019

The GIS Version of the Broward County Trafficways Plan



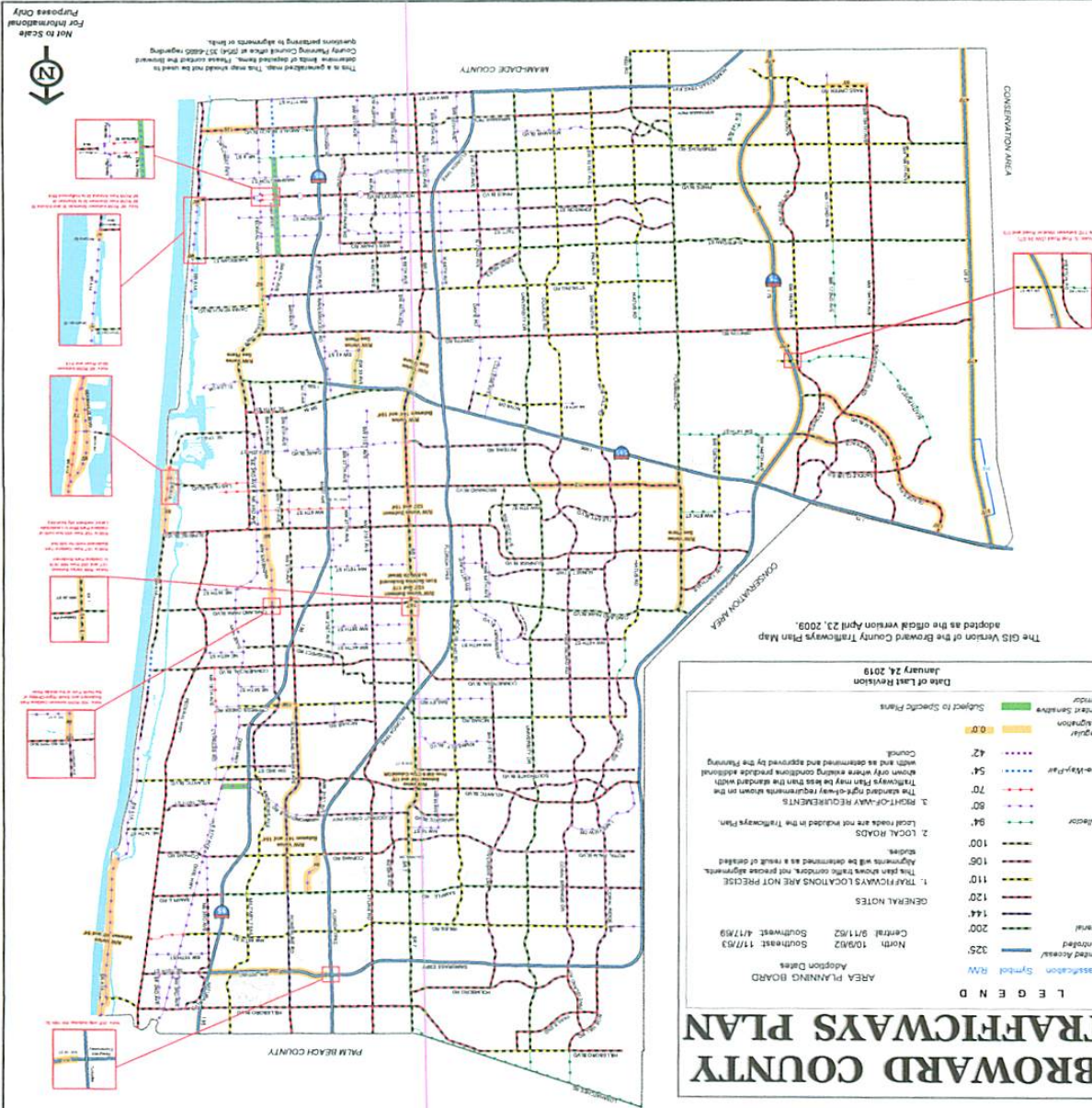
# BROWARD COUNTY TRAFFICWAYS PLAN

**AREA PLANNING BOARD**  
Adoption Dates

| Classification            | Symbol      | R/W  |
|---------------------------|-------------|------|
| Controlled                | Blue line   | 325' |
| Unimproved                | Green line  | 200' |
| Arterial                  | Red line    | 144' |
| Collector                 | Orange line | 110' |
| One-Way                   | Yellow line | 84'  |
| Local                     | Blue line   | 60'  |
| Right-of-Way              | Green line  | 54'  |
| Subject to Specific Plans | Yellow line | 42'  |

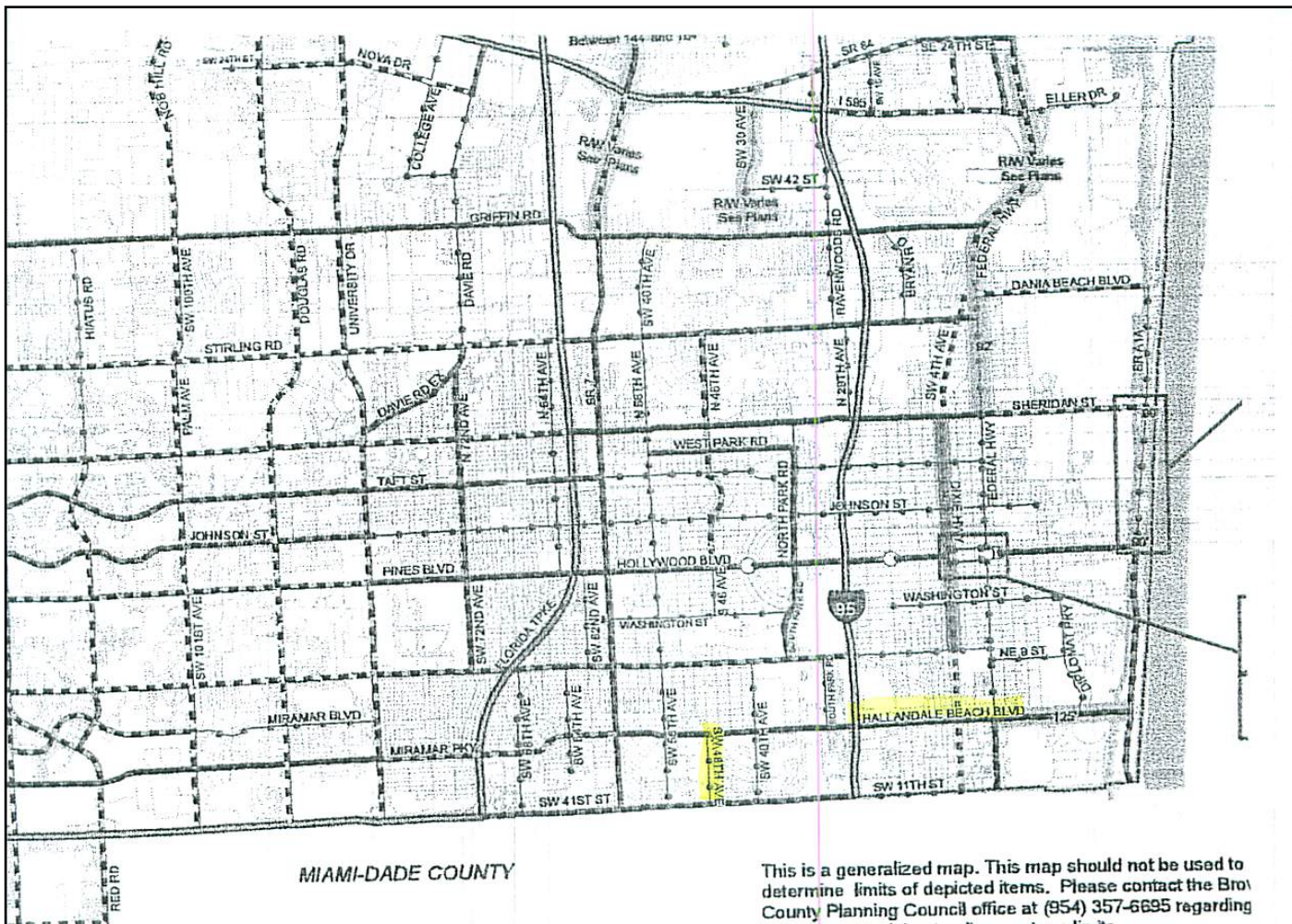
**GENERAL NOTES**  
1. TRAFFICWAYS LOCATIONS ARE NOT PRECISE. This plan shows traffic corridors, not precise alignments.  
2. LOCAL ROADS. Local roads are not included in the Trafficways Plan.  
3. RIGHT-OF-WAY REQUIREMENTS. The existing right-of-way requirements shown on the Trafficways Plan may be less than the standard width shown only where existing conditions preclude additional width and as determined and approved by the Planning Council.  
4.2. ROADWAY DESIGNATION. Roadway designations are shown on the map and as determined and approved by the Planning Council.

**DATE OF LAST REVISION**  
January 24, 2019  
The GIS Version of the Broward County Trafficways Plan Map adopted as the official version April 23, 2009.



Not to Scale  
For Informational  
Purposes Only

This is a generalized map. This map should not be used to determine boundaries of adjacent lands. Please contact the Broward County Planning Council office at (954) 357-6860 regarding questions pertaining to adjacent lands.





WZL

የግልጽ

COUNTY. FLORIDA

SECTION 30 • TOWNSHIP 51 SOUTH • RANGE 42 EAST • CROWDER  
STATE OF FLORIDA

ARNOLD  
J;

[illegible][illegible]

AND, KNOWING THAT HE IS THE OWNER OF THE PLATTED TRACT AND PARCEL OF LAND SET FORTH ABOVE, HE RESERVES AND WARRANTS TO THE END AND PURPOSE THAT EACH OF THE COPIES OF THE UNDESIGNED HEREBY RELEASES, OUTLINES AND RELEASES INTO THE APPROPRIATE OTHER PARTY WHATEVER CLAIM OR INTEREST SUCH UNDESIGNED MIGHT HAVE, IN AND TO ANY LAND OF THE OTHER BROWSE OF THE APRESMO AUTHORITY BE EXERCISED, IN CONNECTION WITH THE LAND SET FORTH ABOVE, AND ANY OTHER INTERESTS AND CLAIMS, AS SHOWN IN THIS P

| TRACT NUMBER | OWNER           | WITNESS       | WITNESS       |
|--------------|-----------------|---------------|---------------|
| 26A          | Charles W. Long | James M. Long | James M. Long |
| 26B          | Charles W. Long | James M. Long | James M. Long |
| 26C          | Charles W. Long | James M. Long | James M. Long |
| 26D          | Charles W. Long | James M. Long | James M. Long |
| 26E          | Charles W. Long | James M. Long | James M. Long |
| 26F          | Charles W. Long | James M. Long | James M. Long |
| 26G          | Charles W. Long | James M. Long | James M. Long |
| 26H          | Charles W. Long | James M. Long | James M. Long |
| 26I          | Charles W. Long | James M. Long | James M. Long |
| 26J          | Charles W. Long | James M. Long | James M. Long |
| 26K          | Charles W. Long | James M. Long | James M. Long |
| 26L          | Charles W. Long | James M. Long | James M. Long |
| 26M          | Charles W. Long | James M. Long | James M. Long |
| 26N          | Charles W. Long | James M. Long | James M. Long |
| 26O          | Charles W. Long | James M. Long | James M. Long |
| 26P          | Charles W. Long | James M. Long | James M. Long |
| 26Q          | Charles W. Long | James M. Long | James M. Long |
| 26R          | Charles W. Long | James M. Long | James M. Long |
| 26S          | Charles W. Long | James M. Long | James M. Long |
| 26T          | Charles W. Long | James M. Long | James M. Long |
| 26U          | Charles W. Long | James M. Long | James M. Long |
| 26V          | Charles W. Long | James M. Long | James M. Long |
| 26W          | Charles W. Long | James M. Long | James M. Long |
| 26X          | Charles W. Long | James M. Long | James M. Long |
| 26Y          | Charles W. Long | James M. Long | James M. Long |
| 26Z          | Charles W. Long | James M. Long | James M. Long |

NO DEEDS UNDER WHICH THE UNDERSIGNED DERAIN THEIR RESPECTIVE TITLES, CONVEY THEIR RESPECTIVE TRACTS BY DESCRIBING SAME AS A PORTION OF SAID SECTION 30, A OR CONFUSION EXISTS THEREBY WITH RESPECT TO THE EXACT LOCATION OF THE BOUNDARIES OF THE RESPECTIVE TRACTS AND PARCELS OWNED BY THE UNDERSIGNED. AN IRREGULAR SIZE OF SAID SECTION 30.

NOW THEREFORE, FOR THE PURPOSE OF PERMANENTLY LOCATING, DESCRIBING AND ESTABLISHING THE LINES, CORNERS AND SIZE OF THE LAND WHICH THE UNDERSIGNED WEST HALF OF SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, IN BROWARD COUNTY, FLORIDA, AND TO AVOID ANY CONFLICT OR DISPUTE WITH RESPECT THERETO, THE UNDERSIGNED BY EXECUTE THIS PLAT AND THEREBY BIND THEMSELVES, THEIR RESPECTIVE HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS, BY THE FOLLOWING AGREEMENT.

1. THE UNDERSIGNED AGREE THAT THE TRUE LOCATION OF THE BOUNDARY LINES AND THE SIZE OF THE PROPERTY OWNED BY EACH OF THE UNDERSIGNED IN SAID SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, IN BROWARD COUNTY, FLORIDA, ARE AS SHOWN AND SET FORTH IN THIS PLAT, EACH OF THE UNDERSIGNED ACKNOWLEDGING AND CONFIRMING THAT HE IS THE OWNER OF THE PLATTED TRACT AND PARCEL OF LAND SET FORTH OPPOSITE HIS RESPECTIVE NAME.

2. EACH OF THE UNDERSIGNED HEREBY REMISES, QUITCLAIMS AND RELEASES UNTO THE APPROPRIATE OTHER PARTY WHATEVER CLAIM OR INTEREST SUCH UNDERSIGNED MIGHT HAVE, IN AND TO ANY LAND OF THE OTHER BECAUSE OF THE AFORESAID AMBIGUITY OR DISCREPANCY IN DESCRIPTIONS IN PREVIOUS DEEDS, TO THE END AND PURPOSE THAT E SIGNING SHALL BECOME AND BE VESTED WITH THE ABSOLUTE TITLE OF THE SPECIFIC TRACT AND PARCEL OF LAND SET OPPOSITE HIS RESPECTIVE SIGNATURE AS SHOWN.

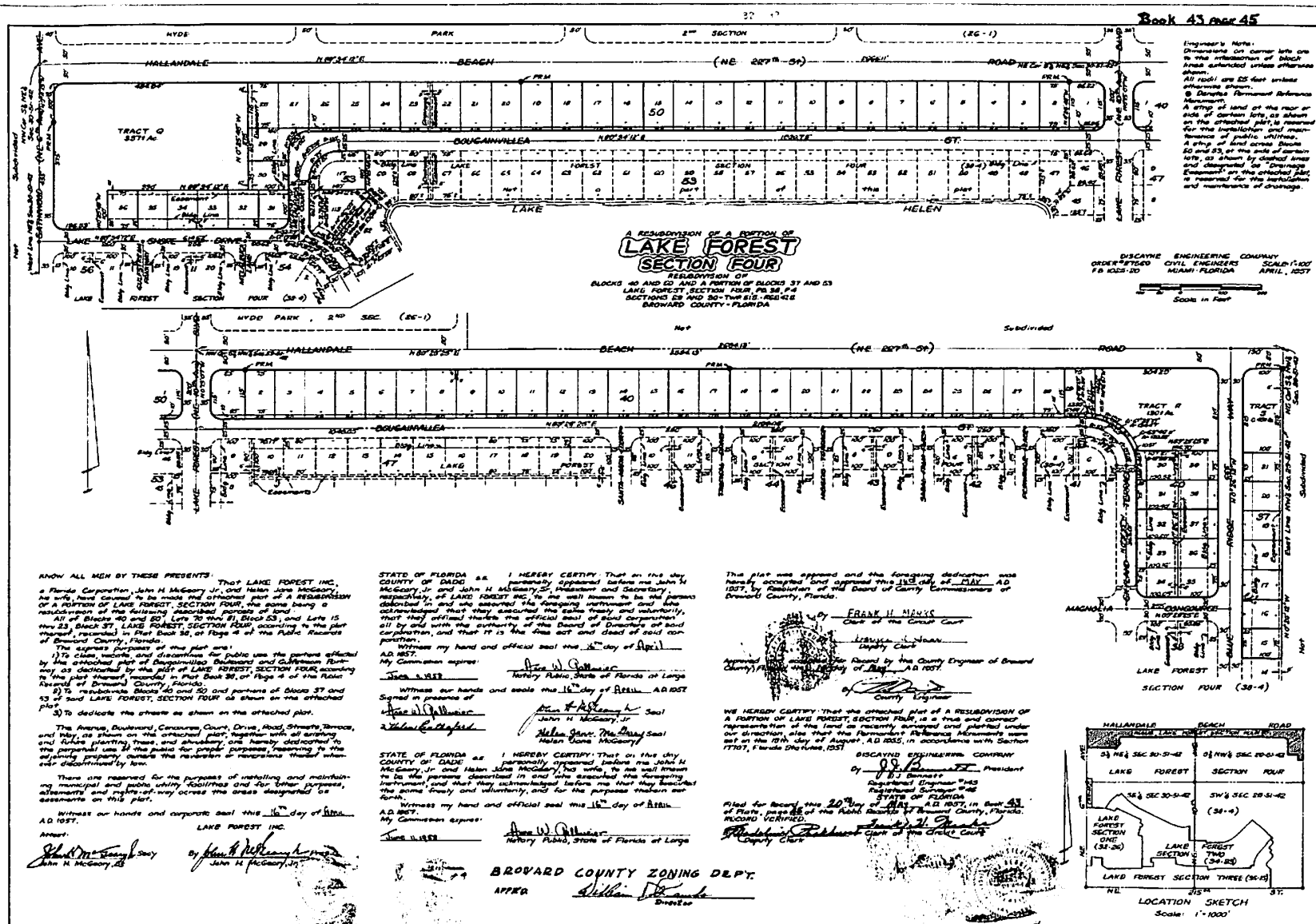
THE UNDERSIGNED DO ALSO DEDICATE TO THE PERPETUAL USE OF THE PUBLIC FOR PROPER PURPOSES THE STREETS AND AVENUES AS SHOWN HEREON.

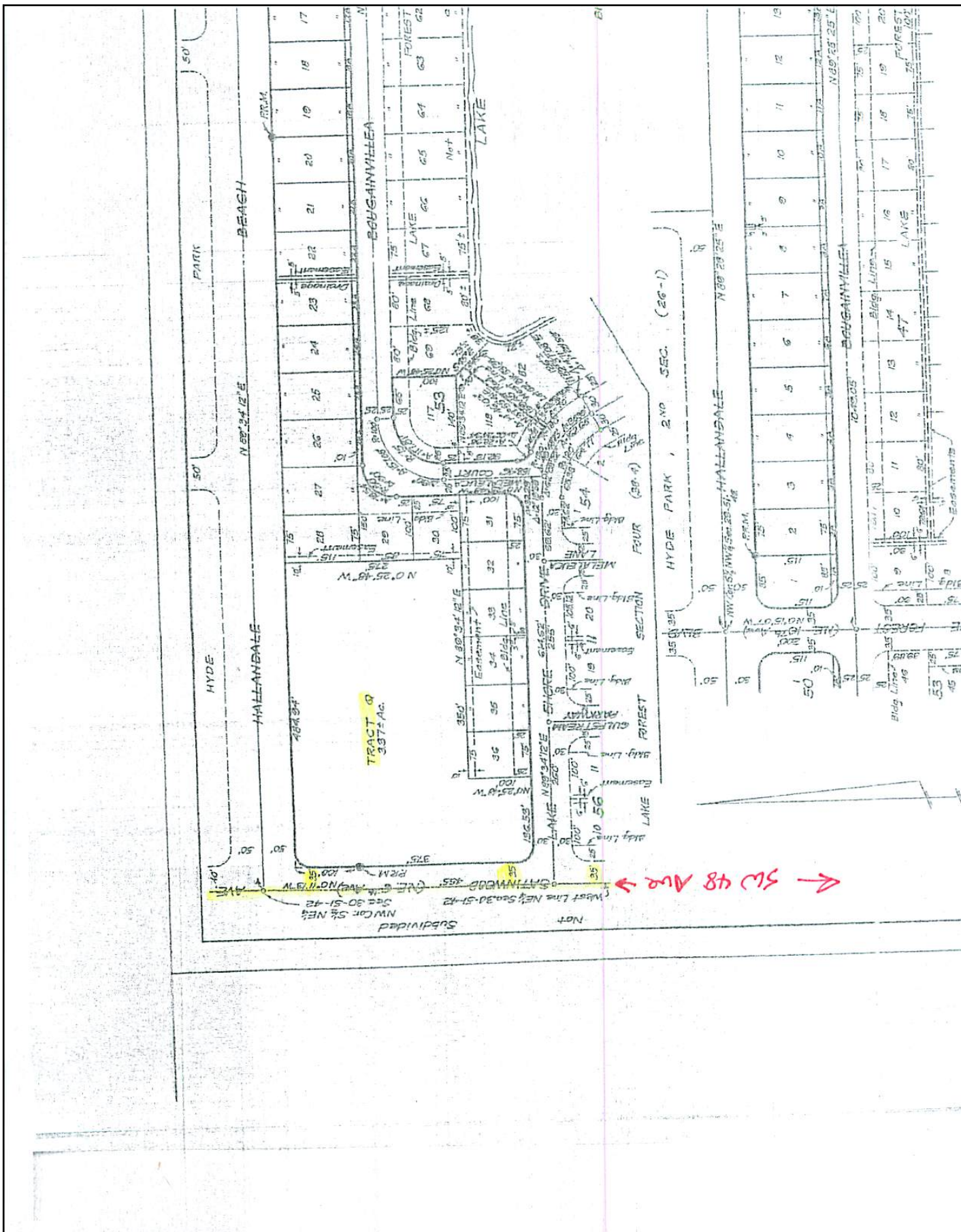
| TRACT NUMBER/S      | OWNER                 | OWNER                 | WITNESS                | WITNESS                |
|---------------------|-----------------------|-----------------------|------------------------|------------------------|
| 26A                 | Anthony Borg, Jr.     | Malet Borg            | Laurentia Borg Oglesby | H. P. Oglesby          |
| 25B                 | Fred H. Lofland       | Fred H. Lofland       | Laurentia Borg Oglesby | Raymond E. Oglesby     |
| 23D                 | Willie Oglesby        | Willie Oglesby        | Laurentia Borg Oglesby | Raymond E. Oglesby     |
| 19                  | Willie Oglesby        | Willie Oglesby        | H. P. Oglesby          | Donald C. Kellerman    |
| 21B                 | Jack Kellerman        | Jack Kellerman        | Fred H. Lofland        | Donald C. Kellerman    |
| 20D                 | Harold M. Perry       | Harold M. Perry       | Fred H. Lofland        | Donald C. Kellerman    |
| 20E                 | Harold M. Perry       | Harold M. Perry       | Fred H. Lofland        | Donald C. Kellerman    |
| 22C                 | James W. Perry        | James W. Perry        | Fred H. Lofland        | Donald C. Kellerman    |
| 26B                 | Charles W. Perry      | Charles W. Perry      | Fred H. Lofland        | Donald C. Kellerman    |
| 24H                 | James W. Perry        | James W. Perry        | Fred H. Lofland        | Donald C. Kellerman    |
| 4                   | James W. Christian    | James W. Christian    | Fred H. Lofland        | H. P. Oglesby          |
| 23E                 | Donald C. Kellerman   | Donald C. Kellerman   | Fred H. Lofland        | Laurentia Borg Oglesby |
| 27C                 | David D. Harpley      | David D. Harpley      | H. P. Oglesby          | Blanche J. Harpley     |
| 34 and 14           | David D. Harpley      | David D. Harpley      | David D. Harpley       | Laurentia Borg Oglesby |
| 3                   | Charlotte M. Stenberg | Charlotte M. Stenberg | H. P. Oglesby          | Laurentia Borg Oglesby |
| 7635+36             | Charlotte M. Stenberg | Charlotte M. Stenberg | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 916+410             | Charlotte M. Stenberg | Charlotte M. Stenberg | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 21A                 | William L. Harrison   | William L. Harrison   | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 27E                 | William L. Harrison   | William L. Harrison   | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 18                  | Robert J. Kell        | Robert J. Kell        | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| Hand 12             | Anthony Dvorak        | Anthony Dvorak        | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 23B-27A-27C-27D-27E | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 26E                 | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 23A-23C             | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 7A                  | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 22A-22B             | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 22A-22B             | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 20F                 | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 27B-70A             | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 37A                 | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |
| 16                  | Malet Borg            | Malet Borg            | Laurentia Borg Oglesby | Laurentia Borg Oglesby |

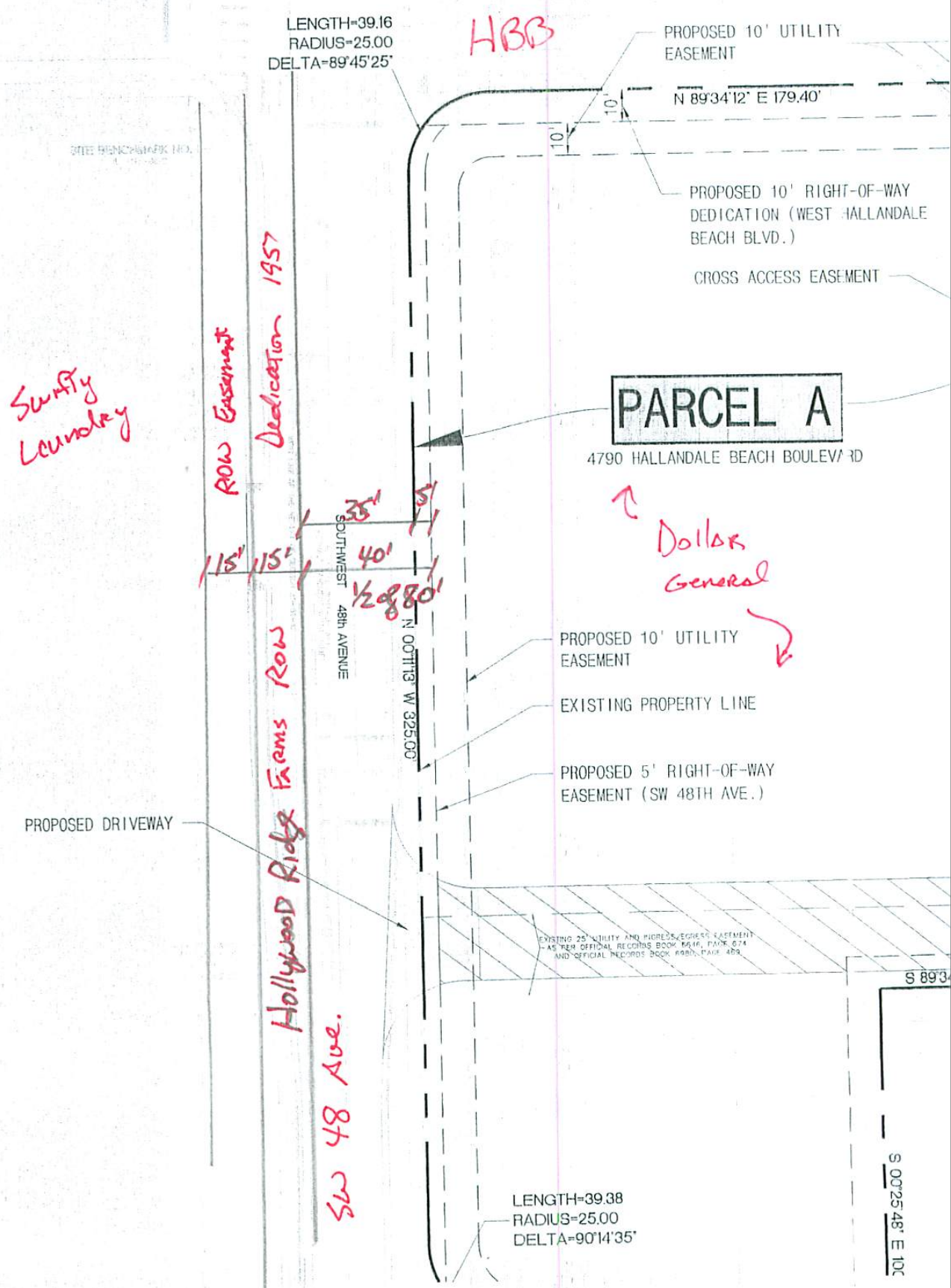












# TAX DEED

78- 81860

No. 10895

(Chapter 20722, Acts of 1941)

STATE OF FLORIDA  
COUNTY OF BROWARD

KNOW ALL MEN BY THESE PRESENTS: That, whereas, COUNTY

Tax Certificate No. 2934, issued the 1st day of JUNE 1970

was duly filed in the office of the COUNTY ADMINISTRATOR of the county and application made for the issuance of a tax deed based thereon; and the applicant having paid or redeemed all other taxes on the lands hereinafter described required by law to be paid or redeemed, and the costs and expenses of this sale; and due notice of sale having been published as required by law, and no person entitled

so to do having appeared to redeem said land, such land, was on the 12th day of OCTOBER 1977, offered for sale at the court house door for cash to the highest

bidder, and was then and there struck off and sold to THOMAS E WILLIAMS, 742 West 42nd Street, Houston, Texas 77018

he being the highest bidder for the same and having paid the sum of his bid;

THEREFORE The COUNTY OF BROWARD, STATE OF FLORIDA

in consideration of the premises, and in consideration of the sum of (\$497.12) FOUR HUNDRED

NINETY-SEVEN AND 12/100 Dollars, being the amount paid upon the said tax certificate and for costs and charges, and in pursuance of the statute in such cases made and provided, has given, granted, bargained and sold, and does hereby give, grant, bargain and sell, and convey to the said THOMAS E. WILLIAMS

and to HIS heirs and assigns forever, to their own proper use, benefit and behoof the following land situated in the county and state aforesaid and described as follows:

HOLLYWOOD RIDGE FARMS  
2-16 MISC  
15 STRIP LYING E OF LOT 41A  
& S OF HALLANDALE BEACH BLVD



in the County of Broward, State of Florida, containing \_\_\_\_\_ acres, more or less, provided, however, that said land shall continue subject and liable for any unpaid taxes thereon.

IN TESTIMONY WHEREOF, By virtue of authority in me vested by law, and

for and on behalf of the COUNTY OF BROWARD, STATE OF FLORIDA

1. The undersigned, as COUNTY ADMINISTRATOR for the county and state aforesaid, have executed this deed and have thereunto set my official signature and seal at FORT LAUDERDALE in the

County of Broward and State of Florida, this the 4th day of APRIL A. D. 1978

*J. A. Hest* (SEAL)  
as COUNTY ADMINISTRATOR of Broward County, Florida

Signed, sealed and delivered in the presence of:

*Dean D. Chalfant*  
*Archie A. Galt*

Return - Tax Collector



78 APR 5 AM 10:15

REC 7459 FILE 54

13

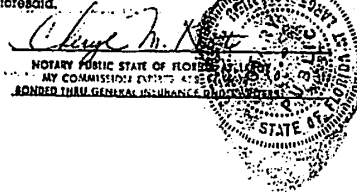


STATE OF FLORIDA  
COUNTY OF BROWARD

On this 4th day of APRIL A. D. 19 78

Before me, a notary public, personally appeared L.A. HESTER  
COUNTY ADMINISTRATOR in and for the State and County aforesaid, to me known to be the person de-  
scribed in, and who executed the foregoing instrument, and acknowledged the execution thereof to  
be his own free act and deed for the use and purposes therein mentioned.

Witness my hand and official seal the date aforesaid.



TAX DEED  
COUNTY OF BROWARD  
STATE OF FLORIDA  
TO

7450 MAR 55  
6613W 0047 78



NOTICE OF APPLICATION FOR TAX DEED NO. 10895

NOTICE is hereby given that BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS  
the holder of the following certificate has filed said certificate for a tax deed to be issued thereon. The certificate number  
and year of issuance, the description of the property, and the name in which it was assessed are as follows:

Certificate No. 2934 Year of Issuance 6-1-70

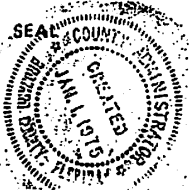
Description of Property: FOLIO: 1230 13 077  
HOLLYWOOD RIDGE FARMS 2-16 MISC  
15 STRIP LYING E OF LOT 41 A & S  
OF HALLANDALE BEACH BLVD

Name in which assessed: HERBERT C. LITT

All of said property being in the County of Broward, State of Florida.

Unless such certificate shall be redeemed according to law the property described in such certificate will be sold  
to the highest bidder at the Court House door on 12th day of October 19 77  
at 12:00 o'clock noon

Dated this 2nd day of September 19 77



L.A. Hester  
County Administrator

By Ray J. Hester  
Deputy

Published: BROWARD REVIEW  
Issued: 9/9, 16, 23 & 30, 1977

REC 7479 PAGE 156

CERTIFICATE OF MAILING NOTICES

Tax Deed No. 10895

STATE OF FLORIDA )  
 ) ss.  
COUNTY OF BROWARD )

THIS IS TO CERTIFY that I, County Administrator in and for Broward County, Florida, did on the 9th day of September A. D. 1977, mail a copy of the Notice of Application for Tax Deed to the following persons:

Herbert C. Litt, 213 Harrison Avenue, Harrison, N. Y. 10528  
Chase Federal Savings & Loan Assoc., 1100 Lincoln Road, Miami Beach, FL 33139  
Stephen B Fuchs, Trustee, 18139 N E 19th Ave., Miami, FL 33162  
Robyn S. Fuchs, 18139 NE 19th Ave., Miami, FL 33162  
Coral Investment Corp, Address unknown  
Town of Pembroke Park, 3150 SW 52nd Avenue, Pembroke Park, FL 33023

Included in the names and addresses of the persons appearing herein are those of the owner or owners and each mortgagee, if any, if the name and addresses of said persons appear on the tax roll for the year in which the taxes were last extended on the property described in the above mentioned application for Tax Deed and the name and address of the person last paying taxes upon the property under this Tax Deed Application, as shown by the Tax Collector's receipt book.

I further certify that I enclosed with every copy mailed, a statement as follows: 'Warning - property in which you are interested is listed in the copy of the enclosed notice'.

A copy of said notice was mailed by certified mail to the municipality and to other taxing districts in which the property described in this Tax Deed Application is situated.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this 9th day of September A. D. 19 77, in compliance with Section 197.256, Florida Statutes, 1973, as amended by Chapter 75-192, House Bill No. 74, Laws of Florida 1975.



RECORDED IN THE OFFICIAL RECORDS BOOK  
OF BROWARD COUNTY, FLORIDA  
L. A. HESTER  
COUNTY ADMINISTRATOR

L. A. HESTER  
COUNTY ADMINISTRATOR  
Department of Finance

By *Ray J. Hester*  
Deputy

REC 1493 RECD 107

2

This instrument prepared by:  
Adam Chamack, Real Property Agent II of  
Broward County Real Property Section  
and approved as to form by:  
Broward County Attorney's Office  
115 South Andrews Ave, Rm. 423  
Fort Lauderdale, FL 33301  
954-357-7600

**QUIT CLAIM DEED**

(Pursuant to Section 125.411 Florida Statutes)

THIS DEED, made this 16 day of August, 2011, by BROWARD COUNTY, a political subdivision of the State of Florida (the "GRANTOR"), whose address is Governmental Center, Room 423, 115 South Andrews Avenue, Fort Lauderdale, Florida 33301, and the TOWN OF PEMBROKE PARK, a Florida municipal corporation (the "GRANTEE"), whose address is: 3150 SW 52 Avenue, Pembroke Park, Florida 33023.

**WITNESSETH:**

That GRANTOR for and in consideration of the sum of TEN DOLLARS (\$10.00) to it in hand paid by GRANTEE, the receipt whereof is hereby acknowledged, has granted, bargained and sold to GRANTEE, its successors and assigns, forever, the following described lands, lying and being in Broward County, Florida, to wit:

(See attached Exhibit "A-1")

Excepting therefrom a reservation of easement over the entire property for public road and public utility purposes.

TO HAVE AND TO HOLD the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said Grantor, either in law or equity, to the only proper use, benefit and behalf of the said Grantee forever.

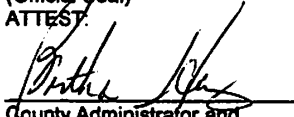
**SUBJECT TO:**

1. All existing public purpose utility and government easements and rights of way.
2. Resolution 2011-421, approved by the Board of County Commissioners of Broward County, Florida, on 8-16-2011 (date), approving the conveyance pursuant to Section 197.592, Florida Statutes, said Resolution recorded simultaneously herewith.
3. All other matters of record and taxes for the year 2011, and subsequent

years.

IN WITNESS WHEREOF, GRANTOR has caused these presents to be executed in its name by its Board of County Commissioners acting by the Mayor or Vice-Mayor of said Board, the day and year aforesaid.

(Official Seal)  
ATTEST:

  
County Administrator and  
Ex-Officio Clerk of the  
Board of County Commissioners  
of Broward County, Florida

BROWARD COUNTY, FLORIDA  
by its Board of County Commissioners

By   
Mayor

14th day of August, 2011.



REF: Approved BCC 8-16-11 Item No: 11  
Return to BC Real Property Section

G:\Shared\TaxDeeds\QuitCts\indoeed

Unbuildable

9-2010.doc

**EXHIBIT "A-1"**

**Legal Description**

HOLLYWOOD RIDGE FARMS 2-16 MISC 15 STRIP LYING E LOT 41 B; being the same property conveyed to Broward County pursuant Final Court Judgment executed August 25, 1971, certificate number 2928, as recorded in OR 4591 / 782, excepting therefrom a reservation of easement over the entire property for public road and public utility purposes.

**Folio Number** 5142-30-13-0780



Property Id: 514230130780

\*\*Please see map di



August 5, 2019

Prepared by and return to:  
Addys Dieguez

Qualified Title Services, L.L.C.  
7950 NW 155 Street Suite 208  
Miami Lakes, FL 33016  
305-557-0590  
File Number: 15-1783  
Will Call No.:

[Space Above This Line For Recording Data]

## Quit Claim Deed

**This Quit Claim Deed** made this 15th day of January, 2016 between Lenen E. Hernandez, whose post office address is 28706 Falling Leaves Way, Zephyrhills, FL 33543, Angannette G. Ramos n/k/a Angannette G H Flores whose post office address is 18784 SW 29 Court, Miramar, FL 33029, Arthur Hernandez whose post office address is 577 Golden Beach Drive, Golden Beach, FL 33160 and Carol V. Hernandez whose post office address is 5 Dawn Drive, East Northport, NY 11731, grantor, and ~~Kolnonia Worship Center & Village, Inc.~~, a Florida not for profit corporation whose post office address is 4900 W. Hallandale Beach Blvd , Bldg G, Hollywood, FL 33023, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said grantor, for and in consideration of the sum TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the said grantee, and grantee's heirs and assigns forever, all the right, title, interest, claim and demand which grantor has in and to the following described land, situate, lying and being in Broward County, Florida to-wit:

See Exhibit "A"

Folio: 514230-13-0770 - VACANT LAND

Parcel Identification Number: 514230-13-0770

**To Have and to Hold**, the same together with all and singular the appurtenances thereto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of grantors, either in law or equity, for the use, benefit and profit of the said grantee forever.

**In Witness Whereof**, grantor has hereunto set grantor's hand and seal the day and year first above written.

DoubleTime®

[Signature]  
Witness Name: Lisa K. Homan  
[Signature]  
Witness Name: Addys Dieguez

[Signature] (Seal)  
Lenen E Hernandez

State of Florida  
County of ~~Pasco~~ BERNARD

The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of January, 2016 by Lenen E Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]

[Signature]  
Notary Public

Printed Name:

Addys Dieguez

My Commission Expires:

7/29/2019.



[Signature]  
Witness Name: Ugale  
[Signature]  
Witness Name: Addys Dieguez  
State of Florida  
County of Duval

[Signature] (Seal)  
Arthur Hernandez

The foregoing instrument was acknowledged before me this 15th day of January, 2016 by Arthur Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



Notary Public

Printed Name:

My Commission Expires:

Addys Dieguez

7/29/2019

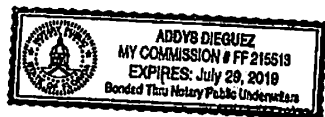
[Signature]  
Witness Name: Luis R. Hernandez  
[Signature]  
Witness Name: Addys Dieguez

[Signature] (Seal)  
Angannette G Ramos

State of Florida  
County of Broward

The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of January, 2016 by Angannette G Ramos, who  
☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



[Signature]  
Notary Public

Addys Dieguez

Printed Name:

My Commission Expires:

7/29/2019



*Anthony Courtwakes*  
Witness Name: \_\_\_\_\_

*Anthony Courtwakes*  
Witness Name: \_\_\_\_\_

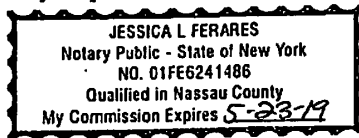
*Anthony Courtwakes*  
State of New York \_\_\_\_\_

*Anthony Courtwakes*  
County of Suffolk Nassau

*Carol Hernandez* (Seal)  
Carol Hernandez

The foregoing instrument was acknowledged before me this 14 day of January, 2016 by Carol Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



*Jessica L. Ferares*  
Notary Public

Printed Name: Jessica L. Ferares

My Commission Expires: 5-23-19

Exhibit "A"

A 15 feet strip of land lying East of and immediately adjacent to Tract 41 A of the Miscellaneous Plat of HOLLYWOOD RIDGE FARMS, as recorded in Plat Book 2, Page 16, Public Records of Broward County, Florida.

Folio No.: 514230130770

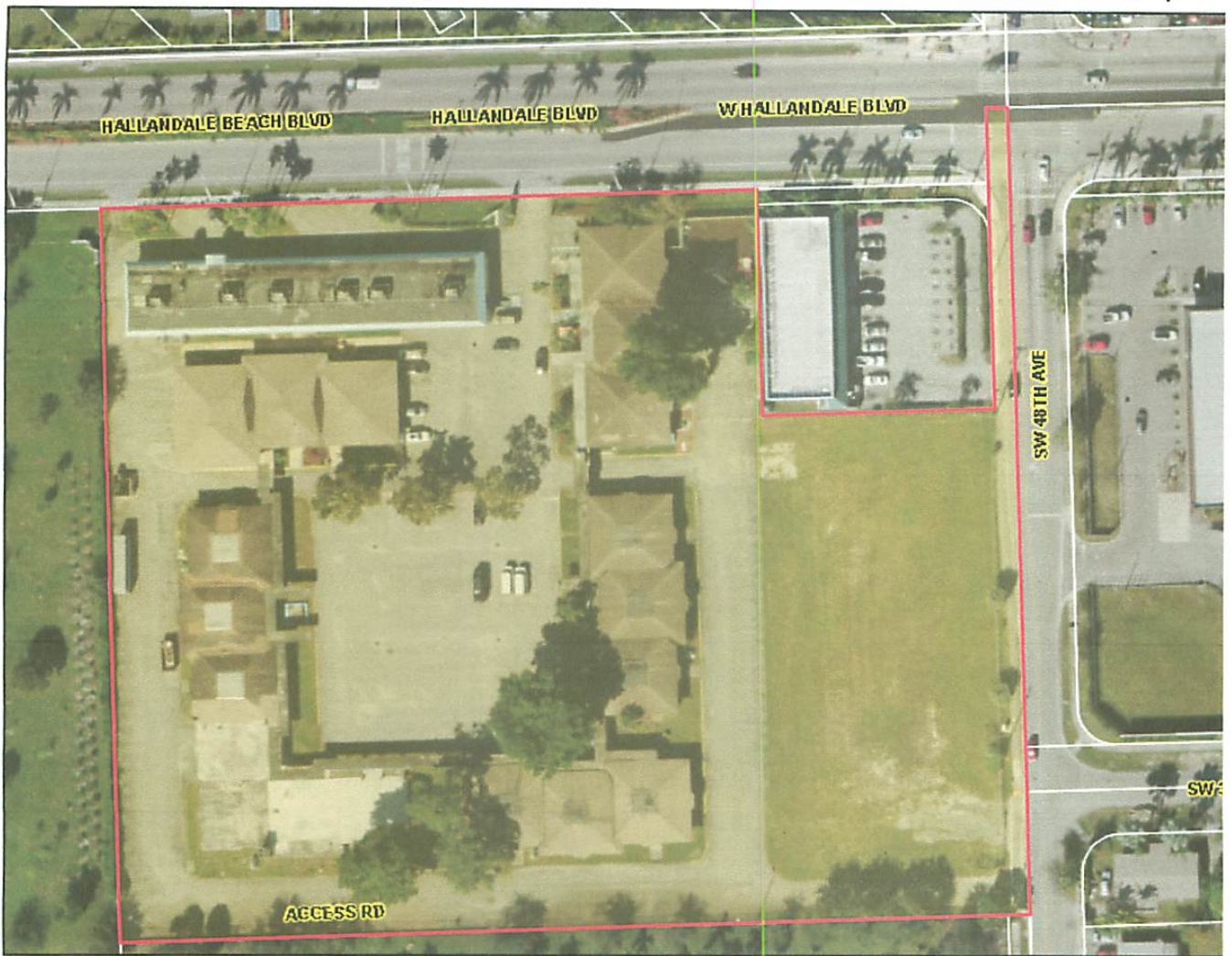
SITE ADDRESS: S.W. 48TH AVENUE AND S.W. 31ST DRIVE, WEST PARK, FLORIDA 33023  
A PORTION OF THE NW 1/4 OF SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, BROWARD COUNTY, FLORIDA

1000



Property Id: 514230130530

\*\*Please see map di



August 1, 2019

Town  
Complan - Trans. Element

**Table 2 – 1  
FUNCTIONAL CLASSIFICATION OF ROADWAYS**

\*Previous Table 2-1 is deleted in its entirety and replaced with new Table 2-1

| Roadway                    | Segment                            | TIP Design Code | Functional Classification | Required Width | # of Lanes         |
|----------------------------|------------------------------------|-----------------|---------------------------|----------------|--------------------|
| I-95                       | Pembroke Road to Miami-Dade CLR    | 1421            | XWay                      | 325'           | 14LD*              |
| Pembroke Road              | SW 56 Avenue to I-95               | 623             | SPA                       | 100'           | 6LD                |
| County Line Road           | SW 56 Avenue to I-95               | 430             | MaCOLL                    | 106'           | 4LD/2/4LD/2        |
| Hallandale Beach Boulevard | SW 56 Avenue to I-95               | 623             | SPA                       | 120'           | 4LD<br>6LD at I-95 |
| SW 56 Avenue               | Pembroke Road to Miami-Dade CLR    | 211             | MiCOLL                    | 80'            | 2L                 |
| SW 52 Avenue               | Hall. Bch. Blvd. to Miami-Dade CLR | 211             | MiCOLL                    | 60'            | 2L                 |
| SW 40 Avenue               | Pembroke Road to CLR               | 211             | MiCOLL                    | 80'            | 2L                 |
| SW 48 Avenue               | Hall. Bch. Blvd. to Miami-Dade CLR | 211             | MiCOLL                    | 80'            | 2LD                |
| Park Road                  | Pembroke Road to Hall. Bch. Blvd.  | 211             | MiCOLL                    | 80'            | 2LD                |
| Local Roadways             | Town-wide                          | N/A             | LR                        | 50'            | 2L                 |

Legend: XWay = Expressway  
 SPA = State Principal Arterial  
 SMA = State Minor Arterial  
 MaCOLL = Major Collector  
 MiCOLL = Minor Collector  
 LR = Local Road  
 LD / LU = Lanes Divided / Lanes Undivided

Note: Required Right of Way (ROW) width per BC Trafficways Plan  
 \* I-95 has 10 General Use Lanes (Through) and 4 Special Purpose Lanes (Tolls).

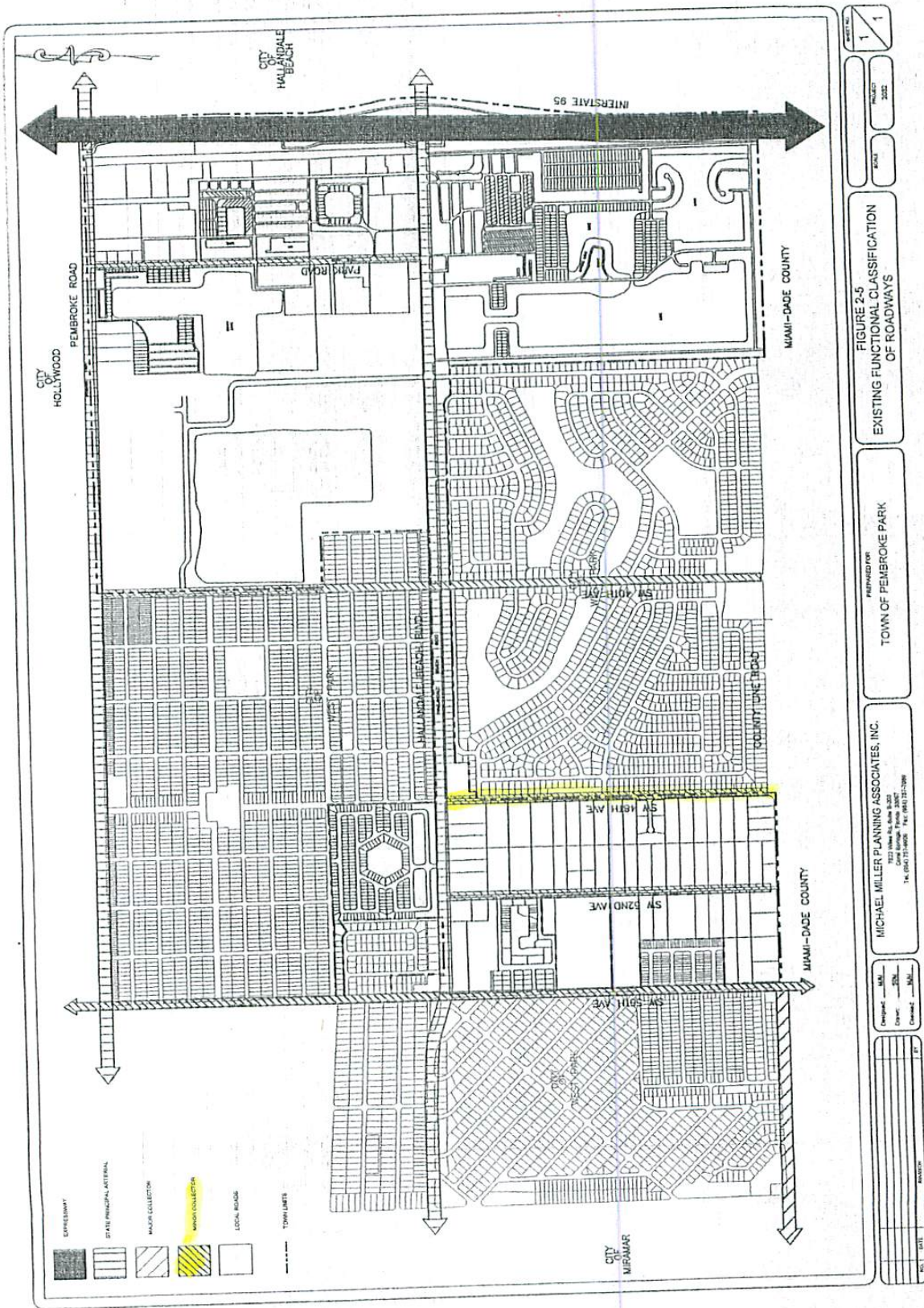
Source: Broward County Roadway Capacity & Level of Service Analysis - 2010 / 2030 published 9/2006  
 Broward County Trafficways Map - 2016  
 Michael Miller Planning Associates, Inc. – Aug 2016

Maintenance responsibilities are divided between the State Department of Transportation for I-95, Hallandale Beach Boulevard and Pembroke Road, Broward County for other arterials and County collector roadways and the Town for Town collector and local streets.

#### Number of Through Lanes for Each Roadway

The number of through lanes is described in Table 2-2 and illustrated in Figure 2-6







**Policy 1.6.1:** The Town shall review, in conjunction with its Evaluation and Appraisal Reports, or separately, right-of-way requirements for existing and future transportation needs to ensure continuity of the thoroughfare system. The Town will coordinate requests for Trafficways Plan amendments with Broward County through a designated Town representative assigned to process these amendments.

**Policy 1.6.2:** The Town shall address the proliferation of existing curb cuts and better manage future curb cuts by enforcing standards for the location and design of driveways which intersect arterial and collector streets.

**Policy 1.6.3:** The Town shall enforce its local right-of-way protection ordinance to ensure that no building permits or development orders are issued for construction within identified rights-of-way and that the minimum right-of-way necessary to maintain the adopted minimum level of services on all roads in the Town is provided for.

**Policy 1.6.4:** The Town shall through implementation of the Broward County Trafficways Plan and the minimum Town right-of-way standard of fifty (50) feet for local roads (60 feet for SW 52 Avenue), secure right-of-way dedications at time of development review to ensure that adequate right-of-way is provided to serve existing and future development.

**Policy 1.6.5:** At the time of platting and/or site plan approval, require the dedication of adjacent road right-of-ways in compliance with the effective trafficway plan.

**Policy 1.6.6:** Prohibit the use of existing or future right-of-way for parking or uses other than transportation related.

**Objective 1.7:** The Town shall encourage developments that promote safe and efficient on and off-site transportation improvements.

**Measure:** Quantity of improvements as noted below.

**Policy 1.7.1:** The Town shall require that site development designs incorporate safe and efficient on-site traffic circulation and adequate provisions for motorized and non-motorized parking where required, including bicycle parking.

**Policy 1.7.2:** The Town shall continue to require, at the time of development review, that developers include off-site project related transportation improvements including sidewalks, street and curb construction and/or reconstruction where required, including bicycle facilities consistent with the Town's Future Pedestrian and Bikeway System.

| <i>Type of Development</i>                      | <i>Number of<br/>Access Points</i> | <i>Preferred Type<br/>of Access</i>     |
|-------------------------------------------------|------------------------------------|-----------------------------------------|
| Nonresidential, <300<br>required parking spaces | 2                                  | Collector (FDOT, County)                |
| Nonresidential, 300+<br>required parking spaces | 3                                  | Collector (FDOT, County)<br>or Arterial |

- a. A nonresidential development on a corner lot may be allowed two (2) points of access, provided that access onto an arterial or a collector shall be a minimum of three hundred (300) feet from the intersection of the centerlines of the rights-of-way or at the extreme property line. If the length of the property is less than three hundred (300) feet from centerline of roadways, then only one (1) driveway per street frontage shall be permitted if it is located no greater than five (5) feet from the furthestmost property line.
  - b. Schools and/or uses requiring emergency vehicle access may have one (1) additional access, provided that the additional access drive is limited to school bus or emergency vehicle use only.
- (2) All streets and roads proposed in a new development shall be designed and constructed pursuant to the standards in Broward County Land Development Code.  
**Reference:** Future Land Use Policy 1.4.2.(2); Traffic Circulation Policy 2.1.3.
  - (3) Private streets may be allowed within manufactured housing developments, parks, recreational vehicle parks, multifamily residential projects, or commercial, office, or industrial projects. However, private streets shall be designed and constructed pursuant to the standards of Broward County Land Development Code.
  - (4) Proposed development shall not degrade the level of service adopted by the Town for affected roadways. Refer to Article VI of this code [chapter].
  - (5) Projects proposed on principal and minor arterials (see 2010 Future Land Use Map) shall include frontage or service roads, and shall take access from the frontage road rather than the arterial or major collector. This requirement may be met through interconnecting parking lots which abut the arterial or major collector facility. Where natural features cause this requirement to be physically infeasible, alternate designs may be approved.  
**Reference:** Future Land Use Policy 1.4.2(5).
  - (6) Access points on arterial roadways shall be separated a minimum of sixty (60) feet. However, two (2) adjacent projects may share a common driveway, provided that appropriate access easements are granted between or among property owners.
  - (7) All proposed rights-of-way shall be dedicated in compliance with the transportation circulation element of the Town's Comprehensive Plan or Broward County Planning Council's Trafficways map.  
**Reference:** Traffic Circulation Policy 2.1.4.



(/)

Type: Dictionary **X** Search Law Insider...

Home (/) / Dictionary (/dictionary) / Broward County Trafficways Plan

## Definition of Broward County Trafficways Plan

SHARE CITE TERM

**Broward County Trafficways Plan** means the plan promulgated by the Broward County Planning Council pursuant to Chapter 59-1154, Laws of Florida, as amended, and the Broward County Charter, which depicts a network of trafficways for Broward County (also known as the Broward County Planning Council Trafficways Plan).

SAMPLE 1 BASED ON 1 DOCUMENTS

### Complaint Form - Complete Online or Print

View Complaint Forms. Search Government Legal & Program Forms. govdocs.co

OPEN



## Examples of Broward County Trafficways Plan in a sentence

Policy 1.1 Continue to require that all properties being platted have direct roadway access and that they provide for the dedication of necessary right of way pursuant to the **Broward County Trafficways Plan**.

The Broward County Planning Council, has exclusive jurisdiction over the **Broward County Trafficways Plan**, a right- of-way identification map.

CLOSE

# BROWARD COUNTY TRAFFICWAYS PLAN

## LEGEND

| Classification                | Symbol                                                                              | R/W                       |
|-------------------------------|-------------------------------------------------------------------------------------|---------------------------|
| Limited Access/<br>Controlled |    | 325'                      |
| Arterial                      |  | 200'                      |
|                               |  | 144'                      |
|                               |  | 120'                      |
|                               |  | 110'                      |
|                               |  | 106'                      |
|                               |  | 100'                      |
| Collector                     |  | 94'                       |
|                               |  | 80'                       |
|                               |  | 70'                       |
| One-Way-Pair                  |  | 54'                       |
|                               |  | 42'                       |
| Irregular<br>Designation      |  | 0.0'                      |
| Context Sensitive<br>Corridor |  | Subject to Specific Plans |

## AREA PLANNING B Adoption Dates

North: 10/9/62      South:  
Central: 9/11/62      South:

## GENERAL NOTES

1. TRAFFICWAYS LOCATIONS ARE  
This plan shows traffic corridors, not  
Alignments will be determined as a  
studies.
2. LOCAL ROADS  
Local roads are not included in the
3. RIGHT-OF-WAY REQUIREMENTS  
The standard right-of-way requireme  
Trafficways Plan may be less than th  
shown only where existing condition  
width and as determined and approv  
Council.

Date of Last Revision  
January 24, 2019

The GIS Version of the Broward County Trafficways Plan



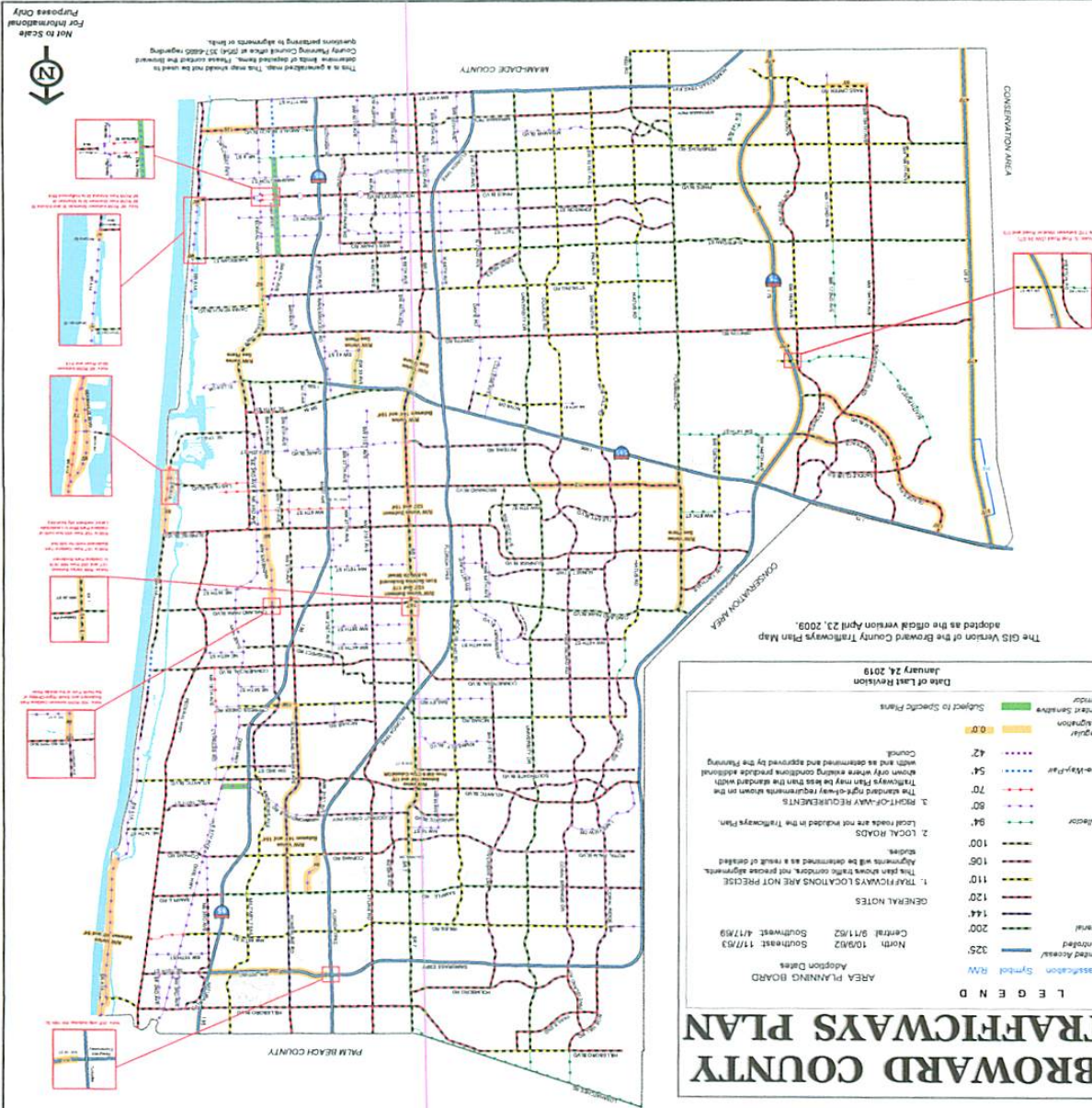
# BROWARD COUNTY TRAFFICWAYS PLAN

**AREA PLANNING BOARD**  
Adoption Dates

| Classification            | Symbol      | R/W  |
|---------------------------|-------------|------|
| Controlled                | Blue line   | 325' |
| Unimproved                | Green line  | 200' |
| Arterial                  | Red line    | 144' |
| Collector                 | Orange line | 110' |
| One-Way                   | Yellow line | 84'  |
| Local                     | Blue line   | 60'  |
| Right-of-Way              | Green line  | 54'  |
| Subject to Specific Plans | Orange line | 42'  |

**GENERAL NOTES**  
1. TRAFFICWAYS LOCATIONS ARE NOT PRECISE. This plan shows traffic corridors, not precise alignments.  
2. LOCAL ROADS. Local roads are not included in the Trafficways Plan.  
3. RIGHT-OF-WAY REQUIREMENTS. The existing right-of-way requirements shown on the Trafficways Plan may be less than the standard width shown only where existing conditions preclude additional width and as determined and approved by the Planning Council.  
4.2. ROADWAY DESIGNATION. Roadway designations are shown on the map and are determined and approved by the Planning Council.

**DATE OF LAST REVISION**  
January 24, 2019  
The GIS Version of the Broward County Trafficways Plan Map adopted as the official version April 23, 2009.



Not to Scale  
For Informational  
Purposes Only

This is a generalized map. This map should not be used to determine boundaries of adjacent lands. Please contact the Broward County Planning Council office at (954) 357-6860 regarding questions pertaining to adjacent lands.





WZL

WZRD-TV

COUNTY. FLORIDA

N SECTION 30 • TOWNSHIP 51 SOUTH • RANGE 42 EAST • CROWNED  
SURRENDERED LAND SURVEYOR NO 677 • STATE OF FLORIDA

ABRIL 2010

5.1195500 03012 1 000

[illegible][illegible][illegible][illegible]

NO DEEDS UNDER WHICH THE UNDERSIGNED DERAIN THEIR RESPECTIVE TITLES, CONVEY THEIR RESPECTIVE TRACTS BY DESCRIBING SAME AS A PORTION OF SAID SECTION 30, A OR CONFUSION EXISTS THEREBY WITH RESPECT TO THE EXACT LOCATION OF THE BOUNDARIES OF THE RESPECTIVE TRACTS AND PARCELS OWNED BY THE UNDERSIGNED IN IRREGULAR SIZE OF SAID SECTION 30.

NOW THEREFORE, FOR THE PURPOSE OF PERMANENTLY LOCATING, DESCRIBING AND ESTABLISHING THE LINES, CORNERS AND SIZE OF THE LAND WHICH THE UNDERSIGNED WEST HALF OF SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, IN BROWARD COUNTY, FLORIDA, AND TO AVOID ANY CONFLICT OR DISPUTE WITH RESPECT THERETO, THE UNDERSIGNED BY EXECUTE THIS PLAT AND THEREBY BIND THEMSELVES, THEIR RESPECTIVE HEIRS, EXECUTORS, ADMINISTRATORS AND ASSIGNS, BY THE FOLLOWING AGREEMENT.

1. THE UNDERSIGNED AGREE THAT THE TRUE LOCATION OF THE BOUNDARY LINES AND THE SIZE OF THE PROPERTY OWNED BY EACH OF THE UNDERSIGNED IN SA SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, IN BROWARD COUNTY, FLORIDA, ARE AS SHOWN AND SET FORTH IN THIS PLAT, EACH OF THE UNDERSIGNED ACKNOWLEDGING AND CONFIRMING THAT HE IS THE OWNER OF THE PLATTED TRACT AND PARCEL OF LAND SET FORTH OPPOSITE HIS RESPECTIVE NAME.

2. EACH OF THE UNDERSIGNED HEREBY REMISES, QUITCLAIMS AND RELEASES UNTO THE APPROPRIATE OTHER PARTY WHATEVER CLAIM OR INTEREST SUCH UNDERSIGNED MIGHT HAVE, IN AND TO ANY LAND OF THE OTHER BECAUSE OF THE AFORESAID AMBIGUITY OR DISCREPANCY IN DESCRIPTIONS IN PREVIOUS DEEDS, TO THE END AND PURPOSE THAT E SIGNED SHALL BECOME AND BE VESTED WITH THE ABSOLUTE TITLE OF THE SPECIFIC TRACT AND PARCEL OF LAND SET OPPOSITE HIS RESPECTIVE SIGNATURE AS SHOWN.

THE UNDERSIGNED DO ALSO DEDICATE TO THE PERPETUAL USE OF THE PUBLIC FOR PROPER PURPOSES THE STREETS AND AVENUES AS SHOWN HEREON.

| TRACT NUMBER/S      | OWNER                | OWNER                | WITNESS                | WITNESS                |
|---------------------|----------------------|----------------------|------------------------|------------------------|
| 26A                 | Anthony Borg, Jr.    | Malet Borg           | Laurentia Borg Oglesby | H. P. Oglesby          |
| 25B                 | Fred H. Lofland      | Fred H. Lofland      | Laurentia Borg Oglesby | Raymond E. Oglesby     |
| 23D                 | Willie Sealey        | Wegel P. Sealey      | Laurentia Borg Oglesby | Raymond E. Oglesby     |
| 19                  | W. O. Smith          | Bernice Smith        | H. P. Oglesby          | Ronald C. Kellerman    |
| 21B                 | Jack Timmons         | W. O. Smith          | Fred H. Lofland        | Ronald C. Kellerman    |
| 20D                 | Harvey E. Perry      | Harvey E. Perry      | Fred H. Lofland        | Ronald C. Kellerman    |
| 20E                 | Harvey E. Perry      | Harvey E. Perry      | Fred H. Lofland        | Ronald C. Kellerman    |
| 22C                 | James Aronson        | Patricia Aronson     | Fred H. Lofland        | Ronald C. Kellerman    |
| 26B                 | Charles W. H. H. H.  | James E. H. H.       | Fred H. Lofland        | Ronald C. Kellerman    |
| 24H                 | Retrona E. H. H.     | Harvey E. H. H.      | Fred H. Lofland        | Ronald C. Kellerman    |
| 4                   | James M. Christian   | Vila Christian       | Fred H. Lofland        | Ronald C. Kellerman    |
| 23E                 | Ronald C. Kellerman  | Doris Kellerman      | Fred H. Lofland        | H. P. Oglesby          |
| 27C                 | David D. Harpley     | Blanche L. Harpley   | H. P. Oglesby          | Laurentia Borg Oglesby |
| 34 and 14           | H. P. Oglesby        | Laurentia M. Oglesby | David D. Harpley       | Blanche L. Harpley     |
| 3                   | Elizabeth E. H. H.   | Elizabeth E. H. H.   | H. P. Oglesby          | Laurentia Borg Oglesby |
| 7635+36             | Charlotte M. Stevens | Charlotte M. Stevens | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 916+410             | Harvey E. H. H.      | Harvey E. H. H.      | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 21A                 | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 27E                 | Robert E. H. H.      | Robert E. H. H.      | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 18                  | Anthony D. H. H.     | Anthony D. H. H.     | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 11 and 12           | Malet Borg           | Malet Borg           | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 23B-27A-27C-27D-11D | Malet Borg           | Malet Borg           | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 26E                 | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 23A-23C             | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 7A                  | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 22A-22B             | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 22A-22B             | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 20F                 | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 27B-70A             | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 37A                 | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |
| 16                  | W. O. Smith          | W. O. Smith          | Harvey E. H. H.        | Laurentia Borg Oglesby |



IN SECTION 30

ARNOLD

KNOW ALL MEN BY THESE PRESEN  
WHEREAS, THE UNDERSIGNED ARE  
WHEREAS, DOUBT AND UNCERTAINTY  
OR DEEDS UNDER WHICH THE UNDER  
OR CONFUSION EXISTS THEREBY W  
IRREGULAR SIZE OF SAID SECTION.

NOW THEREFORE, FOR THE PURPOSES OF THE  
WEST HALF OF SECTION 30, TOWNSHIP 36 NORTH, RANGE 10 EAST, 1ST  
BY EXECUTE THIS PLAT AND THEREBY

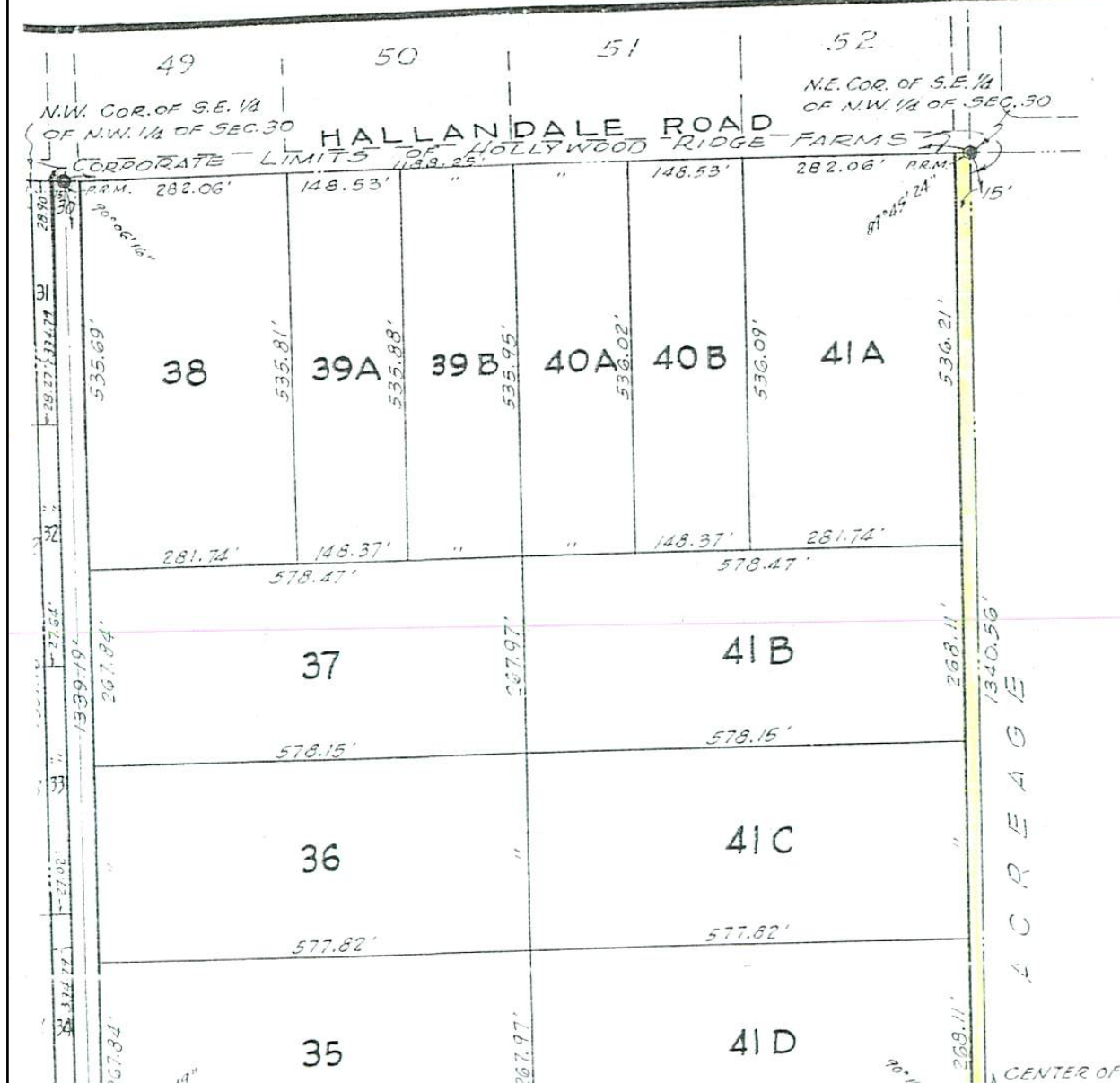
1. THE UNDERSIGNED AGREE TO  
SECTION 30, TOWNSHIP 51 SOUTH  
ING AND CONFIRMING THAT HE IS THE

2. EACH OF THE UNDERSIGNED HERETO  
TO HAVE, IN AND TO ANY LAND OF THE  
SIGNED SHALL BECOME AND BE VEST.

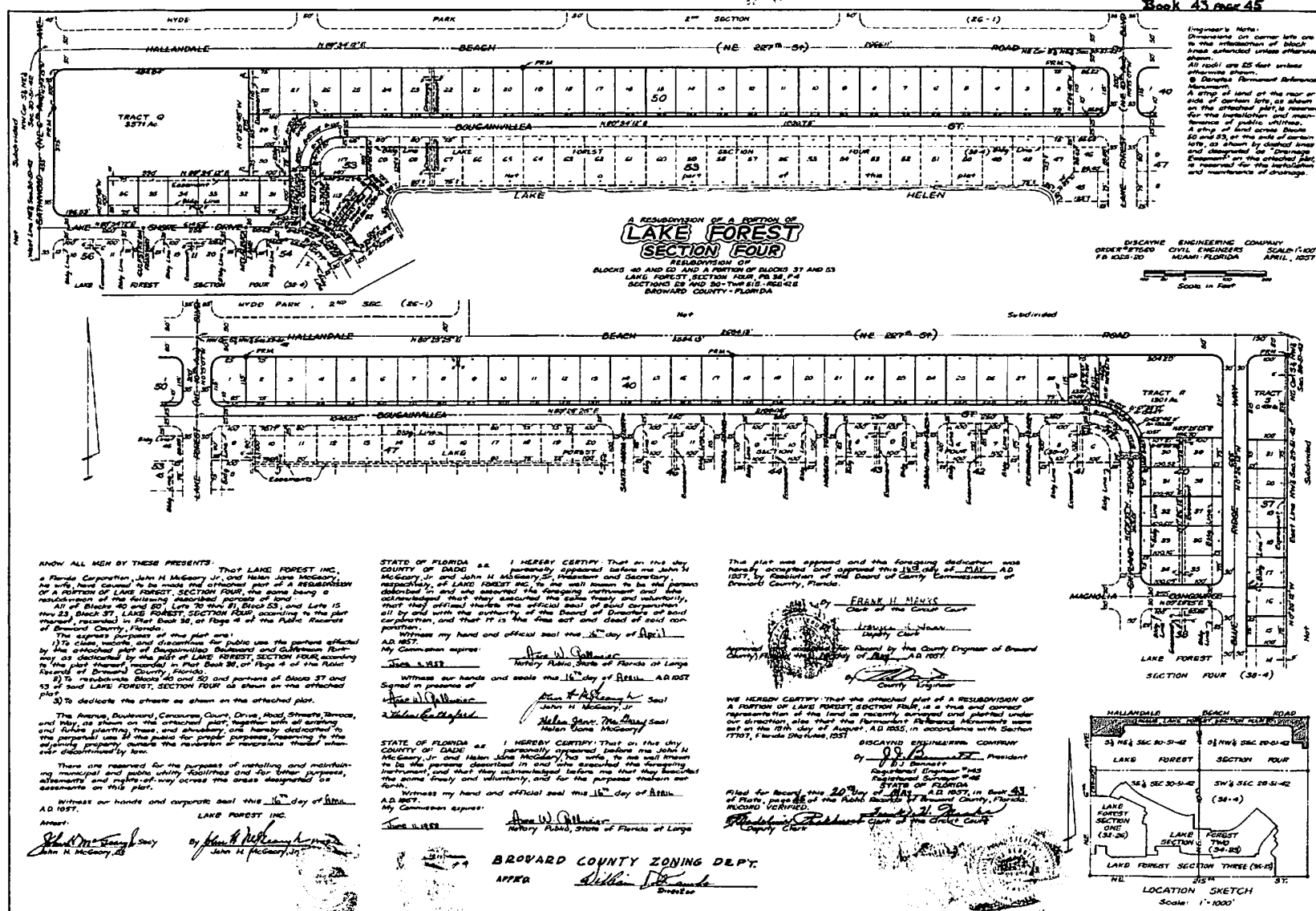
THE UNDERSIGNED DO ALSO DEL

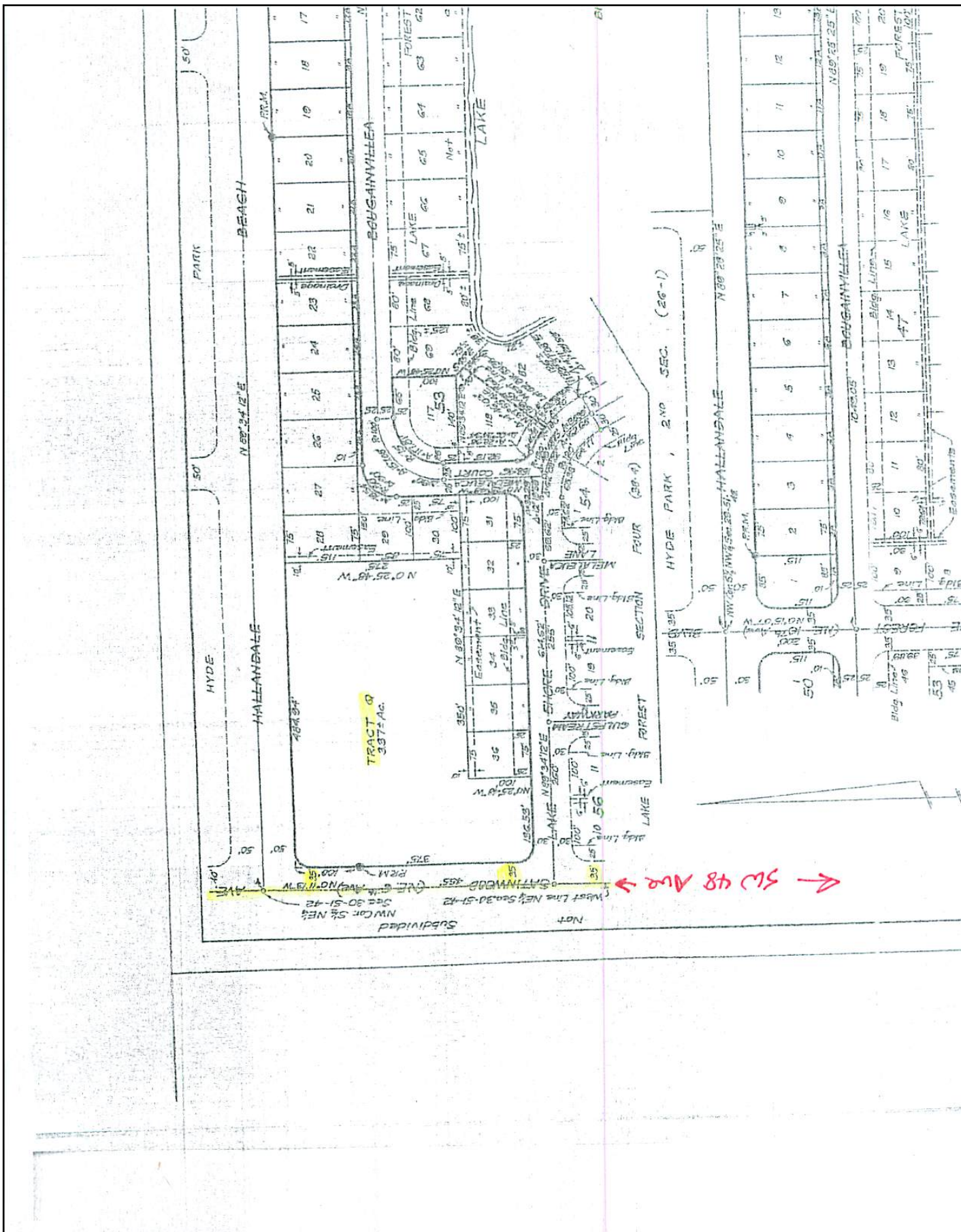
TRACT NUMBER/S                      OWN                     

|          |              |
|----------|--------------|
| 26A      | Anthony      |
| 25B      | Fred D. Fox  |
| 23D      | Will. D. Fox |
| 19       | W. D. Fox    |
| 21B      | Jack         |
| 20D      | Howard       |
| 20E      | Howard       |
| 22C      | Harvey       |
| 26B      | Charles      |
| 24A      | Vernon       |
| 4        | James        |
| 23E      | Donald       |
| 24C      | David        |
| 12-20-14 | Ed. Currier  |









LENGTH=39.16  
RADIUS=25.00  
DELTA=89°45'25"

HBB

PROPOSED 10' UTILITY  
EASEMENT

N 89°34'12" E 179.40'

PROPOSED 10' RIGHT-OF-WAY  
DEDICATION (WEST HALLANDALE  
BEACH BLVD.)

CROSS ACCESS EASEMENT

PARCEL A

4790 HALLANDALE BEACH BOULEVARD

Swifty  
Lumley

ROW Easement  
Dedication 1957

115' 115' 35' 5' 40' 1/2 880'

SOUTHWEST  
48th AVENUE

N 00°11'3" W 325.00'

Dollar  
General

PROPOSED 10' UTILITY  
EASEMENT

EXISTING PROPERTY LINE

PROPOSED 5' RIGHT-OF-WAY  
EASEMENT (SW 48TH AVE.)

PROPOSED DRIVEWAY

Hollywood Ridge Farms Row

SW 48 Ave.

EXISTING 25' UTILITY AND EGRESS EASEMENT  
- AS PER OFFICIAL RECORDS BOOK 8416, PAGE 674  
AND OFFICIAL RECORDS BOOK 8880, PAGE 488

S 89°34'12" E 179.40'

LENGTH=39.38  
RADIUS=25.00  
DELTA=90°14'35"

S 00°25'48" E 100'

# TAX DEED

78- 81860

No. 10895

(Chapter 20722, Acts of 1941)

STATE OF FLORIDA  
COUNTY OF BROWARD

KNOW ALL MEN BY THESE PRESENTS: That, whereas, COUNTY

Tax Certificate No. 2934, issued the 1st day of JUNE 1970

was duly filed in the office of the COUNTY ADMINISTRATOR of the county and application made for the issuance of a tax deed based thereon; and the applicant having paid or redeemed all other taxes on the lands hereinafter described required by law to be paid or redeemed, and the costs and expenses of this sale; and due notice of sale having been published as required by law, and no person entitled

so to do having appeared to redeem said land, such land, was on the 12th day of OCTOBER 1977, offered for sale at the court house door for cash to the highest

bidder, and was then and there struck off and sold to THOMAS E WILLIAMS, 742 West 42nd Street, Houston, Texas 77018

he being the highest bidder for the same and having paid the sum of his bid;

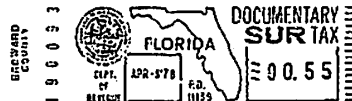
THEREFORE The COUNTY OF BROWARD, STATE OF FLORIDA

in consideration of the premises, and in consideration of the sum of (\$497.12) FOUR HUNDRED

NINETY-SEVEN AND 12/100 Dollars, being the amount paid upon the said tax certificate and for costs and charges, and in pursuance of the statute in such cases made and provided, has given, granted, bargained and sold, and does hereby give, grant, bargain and sell, and convey to the said THOMAS E. WILLIAMS

and to HIS heirs and assigns forever, to their own proper use, benefit and behoof the following land situated in the county and state aforesaid and described as follows:

HOLLYWOOD RIDGE FARMS  
2-16 MISC  
15 STRIP LYING E OF LOT 41A  
& S OF HALLANDALE BEACH BLVD



in the County of Broward, State of Florida, containing \_\_\_\_\_ acres, more or less, provided, however, that said land shall continue subject and liable for any unpaid taxes thereon.

IN TESTIMONY WHEREOF, By virtue of authority in me vested by law, and

for and on behalf of the COUNTY OF BROWARD, STATE OF FLORIDA

1. The undersigned, as COUNTY ADMINISTRATOR for the county and state aforesaid, have executed this deed and have thereunto set my official signature and seal at FORT LAUDERDALE in the

County of Broward and State of Florida, this the 4th day of APRIL A. D. 1978

*J. A. Hest* (SEAL)  
as COUNTY ADMINISTRATOR of Broward County, Florida

Signed, sealed and delivered in the presence of:

*Dean D. Chalfant*  
*Archie A. Galt*

Return - Tax Collector



78 APR 5 AM 10:15

REC 7459 REI 54

13

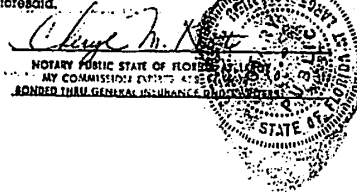


STATE OF FLORIDA  
COUNTY OF BROWARD

On this 4th day of APRIL A. D. 19 78

Before me, a notary public, personally appeared L.A. HESTER  
COUNTY ADMINISTRATOR in and for the State and County aforesaid, to me known to be the person de-  
scribed in, and who executed the foregoing instrument, and acknowledged the execution thereof to  
be his own free act and deed for the use and purposes therein mentioned.

Witness my hand and official seal the date aforesaid.



TAX DEED  
COUNTY OF BROWARD  
STATE OF FLORIDA  
TO

7450 MAR 55



NOTICE OF APPLICATION FOR TAX DEED NO. 10895

NOTICE is hereby given that BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS  
the holder of the following certificate has filed said certificate for a tax deed to be issued thereon. The certificate number  
and year of issuance, the description of the property, and the name in which it was assessed are as follows:

Certificate No. 2934 Year of Issuance 6-1-70

Description of Property: FOLIO: 1230 13 077  
HOLLYWOOD RIDGE FARMS 2-16 MISC  
15 STRIP LYING E OF LOT 41 A & S  
OF HALLANDALE BEACH BLVD

Name in which assessed: HERBERT C. LITT

All of said property being in the County of Broward, State of Florida.

Unless such certificate shall be redeemed according to law the property described in such certificate will be sold  
to the highest bidder at the Court House door on 12th day of October 19 77  
at 12:00 o'clock noon

Dated this 2nd day of September 19 77



L.A. Hester  
County Administrator

By Ray J. Hester  
Deputy

Published: BROWARD REVIEW  
Issued: 9/9, 16, 23 & 30, 1977

REC 7479 PAGE 156

CERTIFICATE OF MAILING NOTICES

Tax Deed No. 10895

STATE OF FLORIDA )  
 ) ss.  
COUNTY OF BROWARD )

THIS IS TO CERTIFY that I, County Administrator in and for Broward County, Florida, did on the 9th day of September A. D. 1977, mail a copy of the Notice of Application for Tax Deed to the following persons:

Herbert C. Litt, 213 Harrison Avenue, Harrison, N. Y. 10528  
Chase Federal Savings & Loan Assoc., 1100 Lincoln Road, Miami Beach, FL 33139  
Stephen B Fuchs, Trustee, 18139 N E 19th Ave., Miami, FL 33162  
Robyn S. Fuchs, 18139 NE 19th Ave., Miami, FL 33162  
Coral Investment Corp, Address unknown  
Town of Pembroke Park, 3150 SW 52nd Avenue, Pembroke Park, FL 33023

Included in the names and addresses of the persons appearing herein are those of the owner or owners and each mortgagee, if any, if the name and addresses of said persons appear on the tax roll for the year in which the taxes were last extended on the property described in the above mentioned application for Tax Deed and the name and address of the person last paying taxes upon the property under this Tax Deed Application, as shown by the Tax Collector's receipt book.

I further certify that I enclosed with every copy mailed, a statement as follows: 'Warning - property in which you are interested is listed in the copy of the enclosed notice'.

A copy of said notice was mailed by certified mail to the municipality and to other taxing districts in which the property described in this Tax Deed Application is situated.

GIVEN UNDER MY HAND AND OFFICIAL SEAL, this 9th day of September A. D. 19 77, in compliance with Section 197.256, Florida Statutes, 1973, as amended by Chapter 75-192, House Bill No. 74, Laws of Florida 1975.



RECORDED IN THE OFFICIAL RECORDS BOOK  
OF BROWARD COUNTY, FLORIDA  
L. A. HESTER  
COUNTY ADMINISTRATOR

L. A. HESTER  
COUNTY ADMINISTRATOR  
Department of Finance

By

*Ray J. Sturges*  
Deputy

REC 1493 RECD 107

2

This instrument prepared by:  
Adam Chamack, Real Property Agent II of  
Broward County Real Property Section  
and approved as to form by:  
Broward County Attorney's Office  
115 South Andrews Ave, Rm. 423  
Fort Lauderdale, FL 33301  
954-357-7600

**QUIT CLAIM DEED**

(Pursuant to Section 125.411 Florida Statutes)

THIS DEED, made this 16 day of August, 2011, by BROWARD COUNTY, a political subdivision of the State of Florida (the "GRANTOR"), whose address is Governmental Center, Room 423, 115 South Andrews Avenue, Fort Lauderdale, Florida 33301, and the TOWN OF PEMBROKE PARK, a Florida municipal corporation (the "GRANTEE"), whose address is: 3150 SW 52 Avenue, Pembroke Park, Florida 33023.

**WITNESSETH:**

That GRANTOR for and in consideration of the sum of TEN DOLLARS (\$10.00) to it in hand paid by GRANTEE, the receipt whereof is hereby acknowledged, has granted, bargained and sold to GRANTEE, its successors and assigns, forever, the following described lands, lying and being in Broward County, Florida, to wit:

(See attached Exhibit "A-1")

Excepting therefrom a reservation of easement over the entire property for public road and public utility purposes.

TO HAVE AND TO HOLD the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of the said Grantor, either in law or equity, to the only proper use, benefit and behalf of the said Grantee forever.

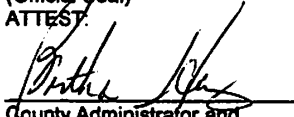
**SUBJECT TO:**

1. All existing public purpose utility and government easements and rights of way.
2. Resolution 2011-421, approved by the Board of County Commissioners of Broward County, Florida, on 8-16-2011 (date), approving the conveyance pursuant to Section 197.592, Florida Statutes, said Resolution recorded simultaneously herewith.
3. All other matters of record and taxes for the year 2011, and subsequent

years.

IN WITNESS WHEREOF, GRANTOR has caused these presents to be executed in its name by its Board of County Commissioners acting by the Mayor or Vice-Mayor of said Board, the day and year aforesaid.

(Official Seal)  
ATTEST:

  
County Administrator and  
Ex-Officio Clerk of the  
Board of County Commissioners  
of Broward County, Florida

BROWARD COUNTY, FLORIDA  
by its Board of County Commissioners

By   
Mayor

14th day of August, 2011.



REF: Approved BCC 8-16-11 Item No: 11  
Return to BC Real Property Section

G:\Shared\TaxDeeds\QuitClaims\deed

Unbuildable

9-2010.doc

**EXHIBIT "A-1"**

**Legal Description**

HOLLYWOOD RIDGE FARMS 2-16 MISC 15 STRIP LYING E LOT 41 B; being the same property conveyed to Broward County pursuant Final Court Judgment executed August 25, 1971, certificate number 2928, as recorded in OR 4591 / 782, excepting therefrom a reservation of easement over the entire property for public road and public utility purposes.

**Folio Number** 5142-30-13-0780



Property Id: 514230130780

\*\*Please see map di



August 5, 2019

Prepared by and return to:  
Addys Dieguez

Qualified Title Services, L.L.C.  
7950 NW 155 Street Suite 208  
Miami Lakes, FL 33016  
305-557-0590  
File Number: 15-1783  
Will Call No.:

[Space Above This Line For Recording Data]

## Quit Claim Deed

**This Quit Claim Deed** made this 15th day of January, 2016 between Lenen E. Hernandez, whose post office address is 28706 Falling Leaves Way, Zephyrhills, FL 33543, Angannette G. Ramos n/k/a Angannette G H Flores whose post office address is 18784 SW 29 Court, Miramar, FL 33029, Arthur Hernandez whose post office address is 577 Golden Beach Drive, Golden Beach, FL 33160 and Carol V. Hernandez whose post office address is 5 Dawn Drive, East Northport, NY 11731, grantor, and ~~Kolnonia Worship Center & Village, Inc.~~, a Florida not for profit corporation whose post office address is 4900 W. Hallandale Beach Blvd , Bldg G, Hollywood, FL 33023, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said grantor, for and in consideration of the sum TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable consideration to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, does hereby remise, release, and quitclaim to the said grantee, and grantee's heirs and assigns forever, all the right, title, interest, claim and demand which grantor has in and to the following described land, situate, lying and being in Broward County, Florida to-wit:

See Exhibit "A"

Folio: 514230-13-0770 - VACANT LAND

Parcel Identification Number: 514230-13-0770

**To Have and to Hold**, the same together with all and singular the appurtenances thereto belonging or in anywise appertaining, and all the estate, right, title, interest, lien, equity and claim whatsoever of grantors, either in law or equity, for the use, benefit and profit of the said grantee forever.

**In Witness Whereof**, grantor has hereunto set grantor's hand and seal the day and year first above written.

DoubleTime®

[Signature]  
Witness Name: Lisa K. Homan  
[Signature]  
Witness Name: Addys Dieguez

State of Florida  
County of ~~Pasco~~ BERNARD

The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of January, 2016 by Lenen E Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

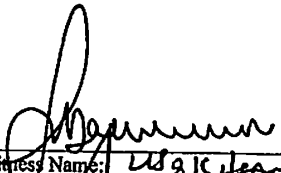
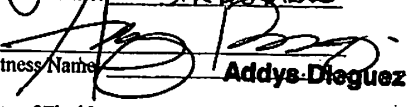
[Notary Seal]

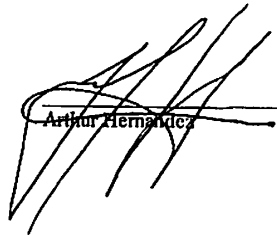
[Signature] (Seal)  
Lenen E Hernandez

[Signature]  
Notary Public: Addys Dieguez  
Printed Name: Addys Dieguez

My Commission Expires: 7/29/2019.



  
Witness Name: Addys Dieguez  
  
Witness Name: Addys Dieguez  
State of Florida  
County of Duval

  
Arthur Hernandez (Seal)

The foregoing instrument was acknowledged before me this 15th day of January, 2016 by Arthur Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

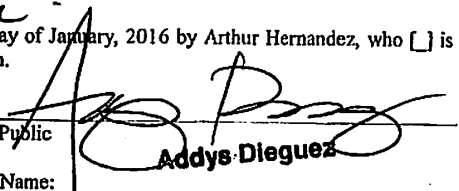
[Notary Seal]



Notary Public

Printed Name:

My Commission Expires:

  
Addys Dieguez

7/29/2019

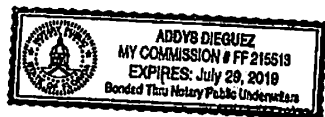
[Signature]  
Witness Name: Lisa K. Hester  
[Signature]  
Witness Name: Addys Dieguez

[Signature] (Seal)  
Angannette G Ramos

State of Florida  
County of Broward

The foregoing instrument was acknowledged before me this 15<sup>th</sup> day of January, 2016 by Angannette G Ramos, who  
☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



[Signature]  
Notary Public

Addys Dieguez

Printed Name:

My Commission Expires:

7/29/2019



*Anthony Courtwakes*  
Witness Name: \_\_\_\_\_

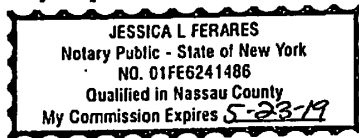
*Anthony Courtwakes*  
Witness Name: \_\_\_\_\_

*Anthony Courtwakes*  
State of New York  
County of Suffolk Nassau

*Carol Hernandez* (Seal)  
Carol Hernandez

The foregoing instrument was acknowledged before me this 14 day of January, 2016 by Carol Hernandez, who ☐ is personally known or ☒ has produced a driver's license as identification.

[Notary Seal]



*Jessica L. Ferares*  
Notary Public

Printed Name: Jessica L. Ferares

My Commission Expires: 5-23-19

Exhibit "A"

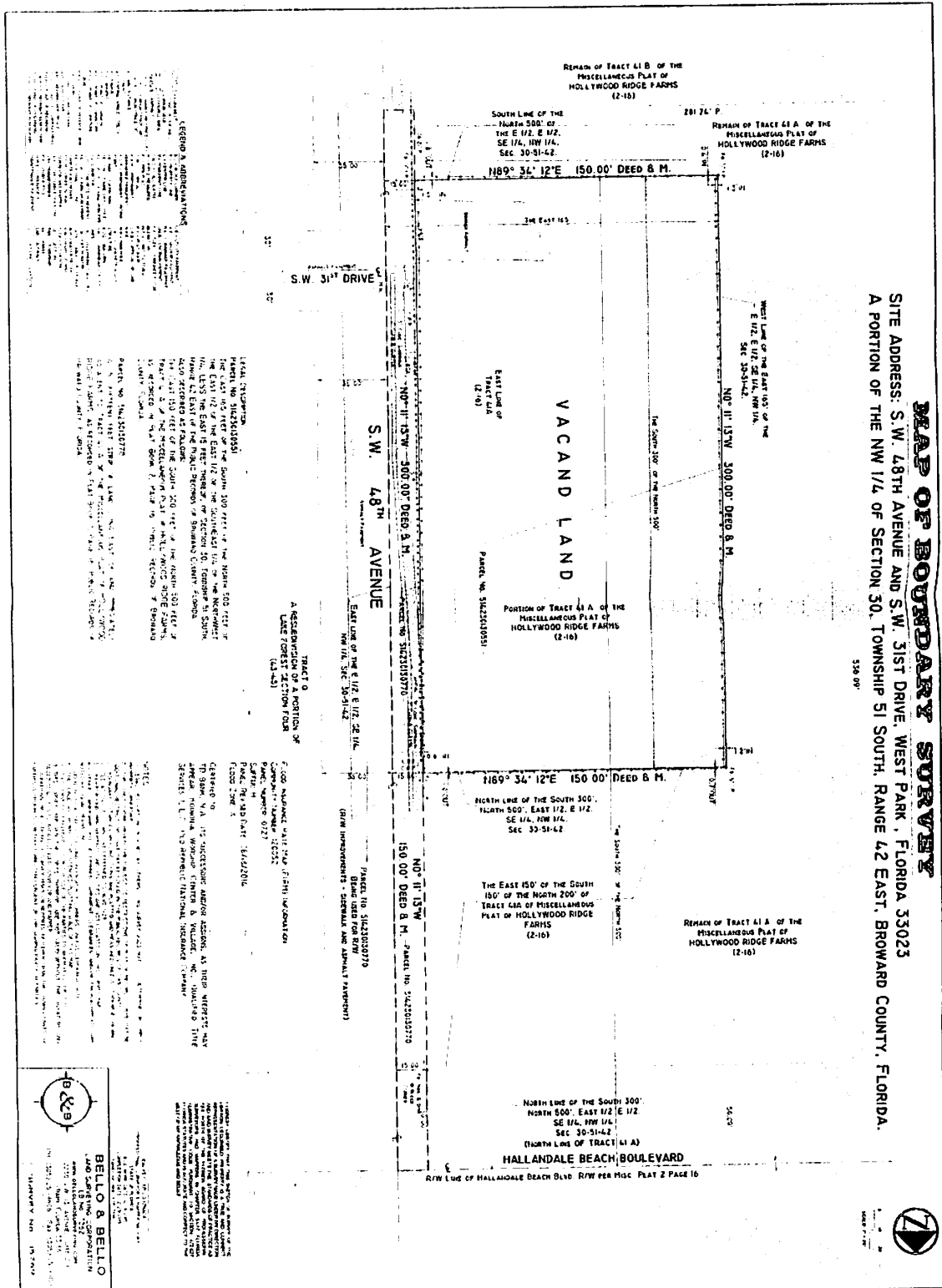
A 15 feet strip of land lying East of and immediately adjacent to Tract 41 A of the Miscellaneous Plat of HOLLYWOOD RIDGE FARMS, as recorded in Plat Book 2, Page 16, Public Records of Broward County, Florida.

Folio No.: 514230130770

# **MAP OF BOUNDARY SURVEY**

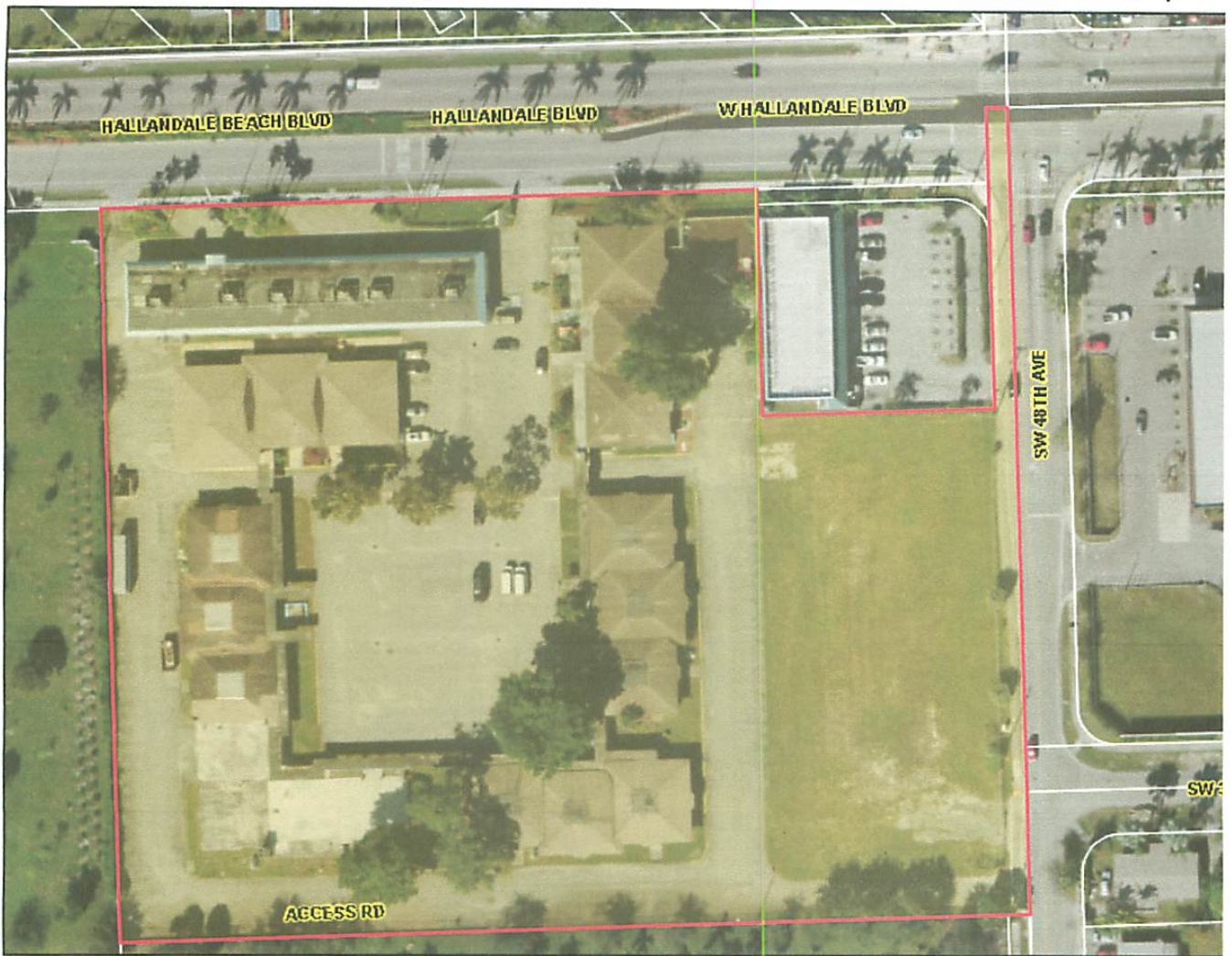
**SITE ADDRESS: S.W. 48TH AVENUE AND S.W. 31ST DRIVE, WEST PARK, FLORIDA 33023**  
**A PORTION OF THE NW 1/4 OF SECTION 30, TOWNSHIP 51 SOUTH, RANGE 42 EAST, BROWARD COUNTY, FLORIDA.**

330.00'



Property Id: 514230130530

\*\*Please see map di



August 1, 2019

Town  
Complan - Trans. Element

**Table 2 – 1**  
**FUNCTIONAL CLASSIFICATION OF ROADWAYS**

\*Previous Table 2-1 is deleted in its entirety and replaced with new Table 2-1

| Roadway                    | Segment                            | TIP Design Code | Functional Classification | Required Width | # of Lanes         |
|----------------------------|------------------------------------|-----------------|---------------------------|----------------|--------------------|
| I-95                       | Pembroke Road to Miami-Dade CLR    | 1421            | XWay                      | 325'           | 14LD*              |
| Pembroke Road              | SW 56 Avenue to I-95               | 623             | SPA                       | 100'           | 6LD                |
| County Line Road           | SW 56 Avenue to I-95               | 430             | MaCOLL                    | 106'           | 4LD/2/4LD/2        |
| Hallandale Beach Boulevard | SW 56 Avenue to I-95               | 623             | SPA                       | 120'           | 4LD<br>6LD at I-95 |
| SW 56 Avenue               | Pembroke Road to Miami-Dade CLR    | 211             | MiCOLL                    | 80'            | 2L                 |
| SW 52 Avenue               | Hall. Bch. Blvd. to Miami-Dade CLR | 211             | MiCOLL                    | 60'            | 2L                 |
| SW 40 Avenue               | Pembroke Road to CLR               | 211             | MiCOLL                    | 80'            | 2L                 |
| SW 48 Avenue               | Hall. Bch. Blvd. to Miami-Dade CLR | 211             | MiCOLL                    | 80'            | 2LD                |
| Park Road                  | Pembroke Road to Hall. Bch. Blvd.  | 211             | MiCOLL                    | 80'            | 2LD                |
| Local Roadways             | Town-wide                          | N/A             | LR                        | 50'            | 2L                 |

Legend: XWay = Expressway  
 SPA = State Principal Arterial  
 SMA = State Minor Arterial  
 MaCOLL = Major Collector  
 MiCOLL = Minor Collector  
 LR = Local Road  
 LD / LU = Lanes Divided / Lanes Undivided

Note: Required Right of Way (ROW) width per BC Trafficways Plan  
 \* I-95 has 10 General Use Lanes (Through) and 4 Special Purpose Lanes (Tolls).

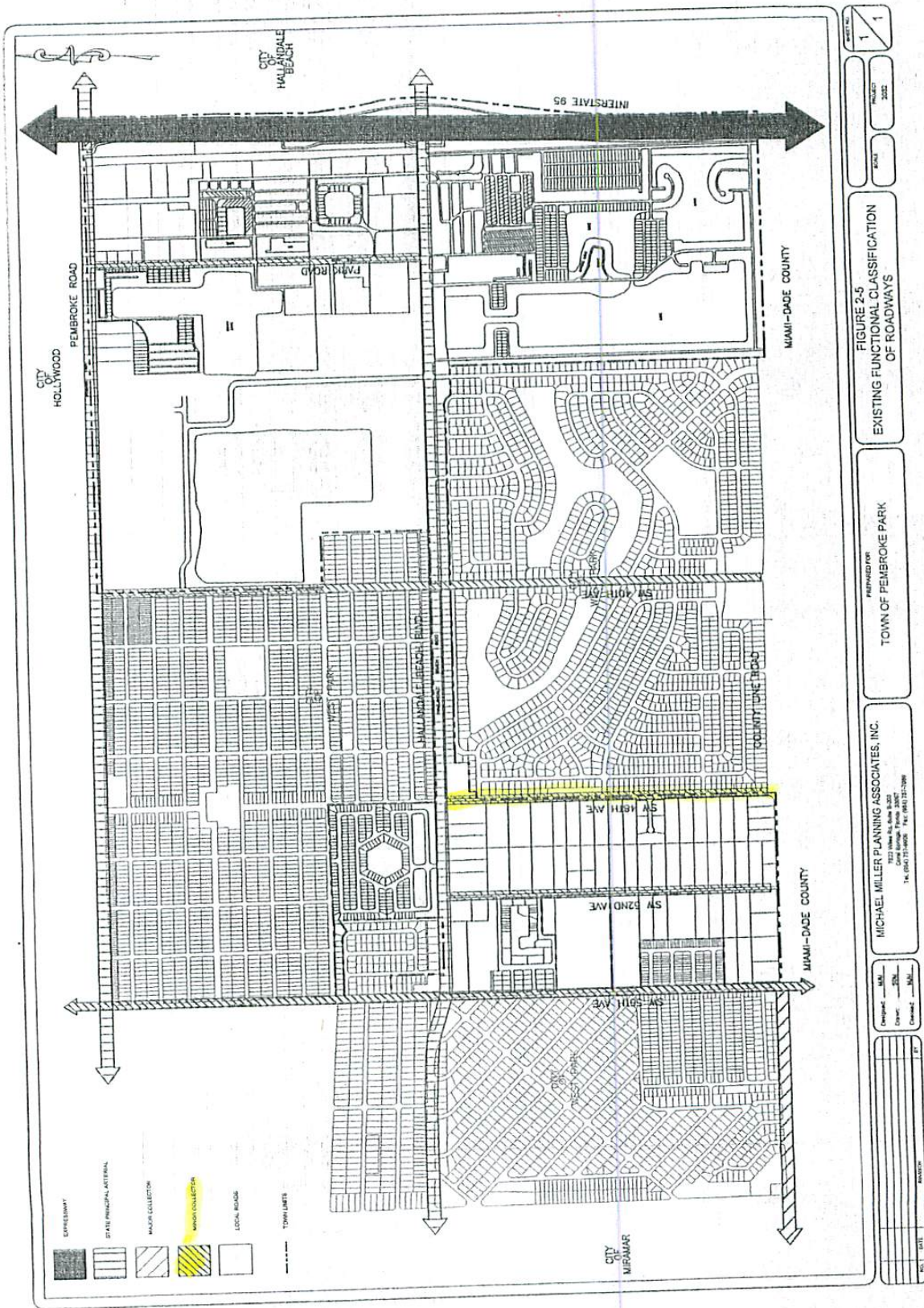
Source: Broward County Roadway Capacity & Level of Service Analysis - 2010 / 2030 published 9/2006  
Broward County Trafficways Map - 2016  
Michael Miller Planning Associates, Inc. – Aug 2016

Maintenance responsibilities are divided between the State Department of Transportation for I-95, Hallandale Beach Boulevard and Pembroke Road, Broward County for other arterials and County collector roadways and the Town for Town collector and local streets.

#### Number of Through Lanes for Each Roadway

The number of through lanes is described in Table 2-2 and illustrated in Figure 2-6







**Policy 1.6.1:** The Town shall review, in conjunction with its Evaluation and Appraisal Reports, or separately, right-of-way requirements for existing and future transportation needs to ensure continuity of the thoroughfare system. The Town will coordinate requests for Trafficways Plan amendments with Broward County through a designated Town representative assigned to process these amendments.

**Policy 1.6.2:** The Town shall address the proliferation of existing curb cuts and better manage future curb cuts by enforcing standards for the location and design of driveways which intersect arterial and collector streets.

**Policy 1.6.3:** The Town shall enforce its local right-of-way protection ordinance to ensure that no building permits or development orders are issued for construction within identified rights-of-way and that the minimum right-of-way necessary to maintain the adopted minimum level of services on all roads in the Town is provided for.

**Policy 1.6.4:** The Town shall through implementation of the Broward County Trafficways Plan and the minimum Town right-of-way standard of fifty (50) feet for local roads (60 feet for SW 52 Avenue), secure right-of-way dedications at time of development review to ensure that adequate right-of-way is provided to serve existing and future development.

**Policy 1.6.5:** At the time of platting and/or site plan approval, require the dedication of adjacent road right-of-ways in compliance with the effective trafficway plan.

**Policy 1.6.6:** Prohibit the use of existing or future right-of-way for parking or uses other than transportation related.

**Objective 1.7:** The Town shall encourage developments that promote safe and efficient on and off-site transportation improvements.

**Measure:** Quantity of improvements as noted below.

**Policy 1.7.1:** The Town shall require that site development designs incorporate safe and efficient on-site traffic circulation and adequate provisions for motorized and non-motorized parking where required, including bicycle parking.

**Policy 1.7.2:** The Town shall continue to require, at the time of development review, that developers include off-site project related transportation improvements including sidewalks, street and curb construction and/or reconstruction where required, including bicycle facilities consistent with the Town's Future Pedestrian and Bikeway System.

| <i>Type of Development</i>                      | <i>Number of<br/>Access Points</i> | <i>Preferred Type<br/>of Access</i>     |
|-------------------------------------------------|------------------------------------|-----------------------------------------|
| Nonresidential, <300<br>required parking spaces | 2                                  | Collector (FDOT, County)                |
| Nonresidential, 300+<br>required parking spaces | 3                                  | Collector (FDOT, County)<br>or Arterial |

- a. A nonresidential development on a corner lot may be allowed two (2) points of access, provided that access onto an arterial or a collector shall be a minimum of three hundred (300) feet from the intersection of the centerlines of the rights-of-way or at the extreme property line. If the length of the property is less than three hundred (300) feet from centerline of roadways, then only one (1) driveway per street frontage shall be permitted if it is located no greater than five (5) feet from the furthestmost property line.
  - b. Schools and/or uses requiring emergency vehicle access may have one (1) additional access, provided that the additional access drive is limited to school bus or emergency vehicle use only.
- (2) All streets and roads proposed in a new development shall be designed and constructed pursuant to the standards in Broward County Land Development Code.  
**Reference:** Future Land Use Policy 1.4.2.(2); Traffic Circulation Policy 2.1.3.
  - (3) Private streets may be allowed within manufactured housing developments, parks, recreational vehicle parks, multifamily residential projects, or commercial, office, or industrial projects. However, private streets shall be designed and constructed pursuant to the standards of Broward County Land Development Code.
  - (4) Proposed development shall not degrade the level of service adopted by the Town for affected roadways. Refer to Article VI of this code [chapter].
  - (5) Projects proposed on principal and minor arterials (see 2010 Future Land Use Map) shall include frontage or service roads, and shall take access from the frontage road rather than the arterial or major collector. This requirement may be met through interconnecting parking lots which abut the arterial or major collector facility. Where natural features cause this requirement to be physically infeasible, alternate designs may be approved.  
**Reference:** Future Land Use Policy 1.4.2(5).
  - (6) Access points on arterial roadways shall be separated a minimum of sixty (60) feet. However, two (2) adjacent projects may share a common driveway, provided that appropriate access easements are granted between or among property owners.
  - (7) All proposed rights-of-way shall be dedicated in compliance with the transportation circulation element of the Town's Comprehensive Plan or Broward County Planning Council's Trafficways map.  
**Reference:** Traffic Circulation Policy 2.1.4.



| #  | ASSET NO. DESCRIPTION            | BUS % LIFE | DEPR. METHOD | TAG # | PROJECT/SERIAL #   | DATE PLC IN SERVICE | DEPR. BASIS | ACCUM DEPR | CURRENT DEPR |
|----|----------------------------------|------------|--------------|-------|--------------------|---------------------|-------------|------------|--------------|
| 1  | HP DIGITAL COPIER                | 5 SL       |              | 1194  | SG29G020DP         | 9/30/2015           | 451.41      | 451.41     | 0            |
| 2  | 27.01 DELL COMPUTER BL           | 5 SL       |              | 1562  | DELL BV9FP2        | 10/1/2002           | 1062.00     | 0.00       | 0            |
| 3  | 39.01 LAPTOP COMPUTER            | 5 SL       |              | 1577  | LATITUDE D510 5QL  | 10/1/2004           | 1,566.00    | 1,566.00   | 0            |
| 4  | 49.01 DELL M1710 XPS LAPTOP      | 5 SL       |              | 1793  | CF54TB1            | 10/1/2005           | 1,966.89    | 1,966.89   | 0            |
| 5  | 58.01 DELL PRECISION LAPTOP      | 5 SL       |              | 1852  |                    | 9/30/2015           | 1,597.52    | 1,597.52   | 0            |
| 6  | 309.01 LAPTOP COMPUTER           | 5 SL       |              | 1827  | SONY V EE670G D    | 10/1/2005           | 1,786.87    | 1,786.87   | 0            |
| 7  | 495.00 DL INSPIRON 9100 LPTOP    | 5 SL-3     |              | 2002  | 8HKW41             | 12/31/2014          | 0.00        | 0.00       | 0            |
| 8  | 496.00 DL INSPIRON 9100 LPTOP    | 5 SL-3     |              | 2005  | HTP3N51            | 12/31/2014          | 0.00        | 0.00       | 0            |
| 9  | 497.00 DL INSPIRON 500n LPTOP    | 5 SL-3     |              | 2003  | B314G1             | 12/31/2014          | 0.00        | 0.00       | 0            |
| 10 | 498.00 DL INSPIRON 8100 LPTOP    | 5 SL-3     |              | 2004  | 3TTX311            | 12/31/2014          | 0.00        | 0.00       | 0            |
| 11 | 499.00 DELL LAPTOP               | 5 SL-3     |              | 2006  | 3ZL0251            | 12/31/2014          | 0.00        | 0.00       | 0            |
| 12 | 500.00 SONY PCG 7A2L LAPTOP      | 5 SL-3     |              | 2007  | 28198233.34        | 12/31/2014          | 0.00        | 0.00       | 0            |
| 13 | 620.00 DELL LAPTOP               | 5 SL       |              | 1999  | CN0N87194864361G;  | 9/30/2016           | 0.00        | 0.00       | 0            |
| 14 | HP LASERJET 2600n                | 5 SL       |              | 1850  | HP LASERJET COLORS | 7/31/2015           | 495.00      | 495.00     | 0            |
| 15 | HP OFFICE JET5510                | 5 SL       |              | 1794  | Q3461A             | 9/30/2015           | 0.00        | 0.00       | 0            |
| 16 | HP JET 7310 OFFICE               | 5 SL       |              |       | MY47AG228B         | 9/30/2015           | 0.00        | 0.00       | 0            |
| 17 | HP PSC1610 PRINTER               | 5 SL       |              |       | MY4CMU31H3         | 9/30/2015           | 0.00        | 0.00       | 0            |
| 18 | HP 2600n PRINTER                 | 5 SL       |              | 1790  | CN8RH31702         | 9/30/2015           | 0.00        | 0.00       | 0            |
| 19 | HP JET5510 ALL IN ONE            | 5 SL       |              |       | MY47AG228B         | 9/30/2015           | 0.00        | 0.00       | 0            |
| 20 | HP OFFICEJET 6310 ALL IN ONE     | 5 SL-3     |              |       | Q8071A             | 10/1/2014           | 0.00        | 0.00       | 0            |
| 21 | HP COLOR LASERJET 2600n          | 5 SL       |              | 1790  | cnbrd73490         | 9/30/2016           | 0.00        | 0.00       | 0            |
| 22 | HP DIGITAL COPIER                | 5 SL       |              |       | MY3BBF12DB         | 9/30/2016           | 0.00        | 0.00       | 0            |
| 23 | HP DIGITAL COPIER                | 5 SL       |              | 1801  | MY390F11Y4         | 9/30/2016           | 0.00        | 0.00       | 0            |
| 24 | HP COLOR LASERJET PRINTER        | 5 SL       |              | 1899  | CNGS806831         | 1/29/2010           | 430.00      | 430.00     | 0            |
| 25 | HP COLOR LASERJET PRINTER        | 5 SL       |              | 1900  | #901-CP1518NT      | 10/29/2010          | 299.00      | 299.00     | 0            |
| 26 | DESKTOP COMPUTER                 | 5 SL       |              | 1780  | GX620              | 10/1/2005           | 1,966.89    | 1,966.14   | 0            |
| 27 | DELL 2408 BLACK MONITOR          | 5 SL       |              | 1860  |                    | 9/30/2015           | 1,947.14    | 1,947.14   | 0            |
| 28 | DELL DESKTOP PRECISION 360       | 5 SL       |              | 1787  | JLSBV91 42676237   | 12/31/2014          | 2,154.44    | 2,154.44   | 0            |
| 29 | 158.00 3 DELL OPTIPLEX GX280     | 5 SL       |              | 1,571 |                    | 10/1/2003           | 3,006.99    | 3,006.99   | 0            |
| 30 | 162.01 OPTIPLEX GX270T 2.26 GHZ  | 5 SL       |              | 1795  |                    | 9/30/2015           | 858.00      | 858.00     | 0            |
| 31 | 167.01 DELL OPTIPLEX GX 520 MINI | 5 SL       |              | 1779  |                    | 12/31/2014          | 1,280.02    | 1,280.02   | 0            |
| 32 | 180 DELL OPTIPLEX 760 MINI TWR   | 5 SL       |              | 1879  | CPU 18 SERVICE #3  | 9/30/2015           | 1,164.39    | 1,164.39   | 0            |
| 33 | 188 DELL SMALL MINITWR BASE      | 5 SL       |              | 1076  | OPTIPLEXGX270T 2   | 12/31/2014          | 858.00      | 858.00     | 0            |
| 34 | 192 LAPTOP COMPUTER              | 5 SL       |              | 1580  | DL INSPIRON 6000   | 10/1/2004           | 1,380.15    | 1,380.15   | 0            |
| 35 | 221.01 DELL COMPUTER             | 5 SL       |              | 2019  | DL XPS SERIES P4   | 12/31/2014          | 3,467.48    | 3,467.48   | 0            |
| 36 | 236.01 DELL OPTIPLEX GX 520 P4   | 5 SL       |              | 1578  | 88TFJ81            | 10/1/2004           | 1,033.00    | 1,033.00   | 0            |
| 37 | 245 DL MINI-TWR OPTIPLEX 755     | 5 SL       |              | 1859  | MODEL DCSM         | 9/26/2008           | 1,938.00    | 1,938.00   | 0            |
| 38 | 511.00 DELL INSPIRON 530         | 5 SL       |              | 2010  | JNS4NF1            | 9/30/2015           | 0.00        | 0.00       | 0            |

|                                  |        |                   |             |            |          |          |   |
|----------------------------------|--------|-------------------|-------------|------------|----------|----------|---|
| 39 604.00 COMPUTER -5X           | 5 SL-3 | 2008              |             | 12/31/2014 | 0.00     | 0.00     | 0 |
| 40 DELL COMPUTER-BLUE            | 5 SL   | 1764 DCLTD51      |             | 9/30/2015  | 0.00     | 0.00     | 0 |
| 41 116.00 AOC MONITOR            | 5 SL   | MD.CT7009         | 02/114/2005 |            | 495.00   | 495.00   | 0 |
| 42 360.01 CPU-DL PRECISION T1500 | 5 SL   | 1890 SER #9820LM1 |             | 7/16/2010  | 1,389.27 | 1,389.27 | 0 |
| 43 364.03 CPU- OPTPLEX 780       | 5 SL   | 1886 SER#1CSJ7M1  |             | 12/31/2014 | 1,490.28 | 1,490.28 | 0 |
| 44 615.00 DELL MONITOR           | 5 SL   | MODEL#1905FP      |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 45 616.00 DEL MONITOR            | 5 SL   | MODEL#1905FP      |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 46 618 HP OFFICEJET 6700 PREMIUM | 5 SL   | SR#CN38GCSGNN     |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 47 501.00 AXON COMPUTER          | 5 SL   | 1998 AXO19788     |             | 12/31/2014 | 0.00     | 0.00     | 0 |
| 48 504.00 SMITH C TYPEWRITER     | 5 SL   | 5A-1              |             | 9/30/2015  | 0.00     | 0.00     | 0 |
| 49 506.00 ACER MICRO WINDOWS 95  | 5 SL   | S:M35P61108700    |             | 9/30/2015  | 0.00     | 0.00     | 0 |
| 50 297.01 SONY COMPUTER BLU/GRY  | 5 SL   | 1195              |             | 12/31/2014 | 1,748.20 | 1,748.20 | 0 |
| 51 297.02 SONY COMPUTER PCV 7762 | 5 SL   | 2020              |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 52 607.00 DELL MONITOR           | 5 SL   | MD.1905FP         |             | 9/30/2015  | 0.00     | 0.00     | 0 |
| 53 622.01 5 OLD CAMERAS-2BOXES   | 5 SL   | 1.11508E+11       |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 54 622.01 5 OLD CAMERAS-2BOXES   | 5 SL   | 2065.2066         |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 55 MITSUBISHI DIAMOND PRO 2IT    | 5 SL   | MD.THZ8155SKTK    |             | 9/30/2016  | 0.00     | 0.00     | 0 |
| 56 IMAGEQUEST Q.910 HYUNDAI MNTR | 5 SL   |                   |             | 9/30/2016  | 0.00     | 0.00     | 0 |





**Florida Department of Transportation**

**RON DESANTIS**  
GOVERNOR

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

**KEVIN J. THIBAUT, P.E.**  
SECRETARY

July 30, 2019

Mr. Todd Larson  
Divisional Head for Public Services  
3150 SW 52 Avenue  
Pembroke Park, FL 33023

**Town of Pembroke Park, REVISED FY 2019-2020 WORK ORDER**  
Contract No: BD617  
Financial Proj. No: 405118-1-78-19  
Description: Highway Lighting, Maintenance, and Compensation Agreement

Dear Mr. Larson:

This work order hereby authorizes you to begin performing maintenance on those lights contained within the subject Highway Lighting, Maintenance, and Compensation Agreement - BD617 on the FDOT highway system for fiscal year 2019-2020.

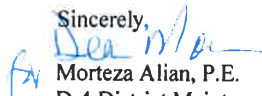
As stated on Page 2 of the executed Agreement, prior to the beginning fiscal year, the FDOT shall issue a work order confirming the amount and authorizing the performance of maintenance for each new fiscal year.

The amount of compensation for your maintenance of highway lighting on the FDOT highway system for fiscal year 2019-2020 is **\$22,726.08 (78 x \$291.36)**

Additionally, per the Agreement, your invoice(s) totaling the above amount may be submitted anytime after May 22, 2020 for services rendered during the subject period. The Invoice should have the following but not limited to: **Invoice #, Total amount, Contract #, FM#, Service period -July 1, 2019 – June 30, 2020 and Date.**

If you, the Maintaining Agency, agree with this amount and existing terms of the Agreement, please sign below and return a copy of this work order by mail to the address above Attention: Angelene Frederick District Maintenance Office; or by fax (954) 777-4223.

FDOT must receive your acknowledgement and agreement by August 28, 2019.

Sincerely,  
  
Morteza Alian, P.E.  
D-4 District Maintenance Engineer

Local Maintaining Agency -**Town of Pembroke Park**  
cc: D4-Financial Services, File

\_\_\_\_\_  
Date

[www.fdot.gov](http://www.fdot.gov)





**Florida Department of Transportation**

**RON DESANTIS**  
GOVERNOR

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

**KEVIN J. THIBAUT, P.E.**  
SECRETARY

July 30, 2019

Mr. Todd Larson  
Divisional Head for Public Services  
3150 SW 52 Avenue  
Pembroke Park, FL 33023

**Town of Pembroke Park, REVISED FY 2019-2020 WORK ORDER**  
Contract No: BD617  
Financial Proj. No: 405118-1-78-19  
Description: Highway Lighting, Maintenance, and Compensation Agreement

Dear Mr. Larson:

This work order hereby authorizes you to begin performing maintenance on those lights contained within the subject Highway Lighting, Maintenance, and Compensation Agreement - BD617 on the FDOT highway system for fiscal year 2019-2020.

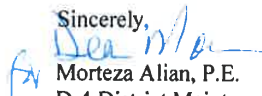
As stated on Page 2 of the executed Agreement, prior to the beginning fiscal year, the FDOT shall issue a work order confirming the amount and authorizing the performance of maintenance for each new fiscal year.

The amount of compensation for your maintenance of highway lighting on the FDOT highway system for fiscal year 2019-2020 is **\$22,726.08 (78 x \$291.36)**

Additionally, per the Agreement, your invoice(s) totaling the above amount may be submitted anytime after May 22, 2020 for services rendered during the subject period. The Invoice should have the following but not limited to: **Invoice #, Total amount, Contract #, FM#, Service period -July 1, 2019 – June 30, 2020 and Date.**

If you, the Maintaining Agency, agree with this amount and existing terms of the Agreement, please sign below and return a copy of this work order by mail to the address above Attention: Angelene Frederick District Maintenance Office; or by fax (954) 777-4223.

FDOT must receive your acknowledgement and agreement by August 28, 2019.

Sincerely,  
  
Morteza Alian, P.E.  
D-4 District Maintenance Engineer

Local Maintaining Agency -**Town of Pembroke Park**  
cc: D4-Financial Services, File

\_\_\_\_\_  
Date

[www.fdot.gov](http://www.fdot.gov)





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:              | 08/12/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Subject:                   | Recommendation for Added Units - ITB 19-03 CDBG 44th Year Preserve Tot Lot Playground                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Initiated by:              | <input type="checkbox"/> Town Commission <input type="checkbox"/> Town Attorney <input checked="" type="checkbox"/> Town Manager / Staff                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Prepared by:               | Name & Title: Myriam Jacques, Assistant Director of Public Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Reviewed by:               | Name & Title: Todd Larson, Director of Public Services                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Approved by Town Manager:  | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Approved by Town Attorney: | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| Attachments:               | Contractor's Recommendation, play units, and updated pricing                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Fiscal Impact:             | \$61,720 from the CDBG; Town funds \$5,000 (for ad, legal, and personnel)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Summary:                   | <p>This is an Agreement between Broward County CDBG and Town of Pembroke Park for funding and administration of 44th Year Community Development Block Grant Programs for the Preserve Tot Lot.</p> <p>The tot lot will include playground equipment, shade structure, poured-in-placed safety surfacing, fencing, and a walkway access.</p> <p>The Town already has a Resolution to award to the lowest Bidder, PlayMore West, Inc. However, the Commission has wanted to explore the possibility of adding other play units to the proposed playground set. Possible play units were found on the Stay of Play company website and submitted to the Contractor for his review and recommendation. The contractor recommends only one type of play set out of the five submitted that can be safely added. It is the combined curved and straight Crawl Tunnels costing \$4,900.</p> |
| Advantages:                | Cost shared with CDBG funds for the construction of the project; increased access to recreational activities to families                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Disadvantages:             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Possible action:           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Advantages:                | More playground activities for tot lots                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Disadvantages:             | Tighter and less free space for the playground area                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Staff Recommendations:     | Recommend to accept Contractor's recommendation                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Additional Action Needed:  | Need resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |



## Myriam Jacques

---

**From:** Kevin Furman <KevinF@playmoreonline.com>  
**Sent:** Thursday, August 01, 2019 5:14 PM  
**To:** Myriam Jacques  
**Subject:** Re: ITB 19-03 CDBG 44th Year Bid Preserve Tot Lot - Added Units and Bid Total  
**Attachments:** bid page 1.jpeg; bid page 2.jpeg; Bid Page 3.jpeg

Here are the 3 pages you need. Shade is discounted as well.

Kevin

**Kevin N Furman CPSI**  
**Project Manager**  
**kevinf@playmoreonline.com**  
**321-277-4483**



---

**From:** Myriam Jacques <mjacques@townofpembrokepark.com>  
**Sent:** Thursday, August 1, 2019 4:58:36 PM  
**To:** Kevin Furman <KevinF@playmoreonline.com>  
**Subject:** RE: ITB 19-03 CDBG 44th Year Bid Preserve Tot Lot - Added Units and Bid Total

Hello Kevin,  
Please review the attached files again. Section 5.1 was attached twice (pages 1 and 3). Is there also a discount for the shade structure? If so, please send it to me. Thanks

Best,  
Myriam  
☎ (954) 966-4600, ext. 200  
☎ (954) 275-2350

---

**From:** Kevin Furman [mailto:KevinF@playmoreonline.com]  
**Sent:** Thursday, July 25, 2019 7:19 PM  
**To:** Myriam Jacques <mjacques@townofpembrokepark.com>  
**Subject:** Re: ITB 19-03 CDBG 44th Year Bid Preserve Tot Lot - Added Units and Bid Total

Hi Myriam,

I reviewed what you sent me from the State of Play company. They are more of an on line company. I could not determine what line of equipment they sell.

I took a look at their website and a close look at the equipment. While it appears to be OK, I do have some issues with them calling certain things out for this smallest age group. For example, the Toddler Tower has a fall height of 30 inches and has a use zone of 19 ft x 23 feet. Our entire area is only 30 ft x 30 ft. the Toddler Noah's Ark Tunnel is a recycled plastic post play structure. It is held together with screws and not clamps. It also has a required use zone of 22 feet x 17 feet and costs \$5327 on sale.

We all have to be realistic about the users of this playground. They will be children younger than toddler age. State of Play lists users as 6 months to 5 years. They grouped children together in one age group to make this work for them. We have to be very careful about fall heights for young children. They are not stable walkers or balancers and fall quickly.

I believe the only item that can be safely added is the crawl tunnels. I would use a few less than they have and also make the entrances closer to the surface, but that is all I would recommend. Crawl tunnels do not have fall heights so I can add them in-between other equipment. We could add 1 straight tunnel and 1 curved tunnel and separate them for parent observation. The balance of the grant is \$5680. \$61,720 - \$56,040 = \$5680. The cost to add the 2 tunnels, with installation and freight would be about \$4900. That leaves about \$780 for incidentals.

About my bid, I see where I came out higher than my bid total to you, but it is actually \$56,040. I did not include the discounts I received from the various manufacturers and the installer to make the bid. What I put down was my initial estimated numbers. I have re-written my actual numbers so you can see them. I apologize for the previous numbers.

Kevin

**Kevin N Furman CPSI**  
**Project Manager**  
**kevinf@playmoreonline.com**  
**321-277-4483**

**PLAYMORE**

**Recreational  
Products & Services**



DISTRIBUTOR OF: 

---

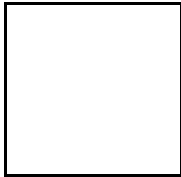
**From:** Myriam Jacques <mjacques@townofpembrokepark.com>  
**Sent:** Thursday, July 25, 2019 12:00:08 PM  
**To:** Kevin Furman <KevinF@playmoreonline.com>  
**Subject:** ITB 19-03 CDBG 44th Year Bid Preserve Tot Lot - Added Units and Bid Total

Good Morning Kevin,  
Please find attached a list of units the TOWN would like to add to the tot lot playground. Our choices are in the order shown on the pages. Our first choice is the Toddler Noah's Ark Tunnel, and the last is the Toddler Tower. Gives us a quote for the ones you can closely match. The TOWN will make the final determination.

**\*\*\*\*\*In addition, please verify your bid total as I am not coming up with the same amount of \$56,040.**

*Best,*  
*Myriam Jacques, LEED AP*  
Assistant Director of Public Services  
Public Services Department  
[www.TownofPembrokePark.com](http://www.TownofPembrokePark.com)  
☎ (954) 966-4600, ext. 200  
☎ (954) 275-2350

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



This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)

AAA State of Play  
<https://www.aaastateofplay.com/playground-equipment/>  
(877) 826-2776

1



**Toddler Tunnel Maze**

~~\$7,489.00~~ **\$6,553.00**

[+ Add To Quote](#)

- Age Group: 6 to 23 months
- Use Zone: 19' x 33'

[Add to Compare](#)

2



**Shiver My Timbers Playground**

~~\$11,296.00~~ **\$7,531.00**

AAA State of Play  
<https://www.aaastateofplay.com/playground-equipment/>  
(877) 826-2776

•

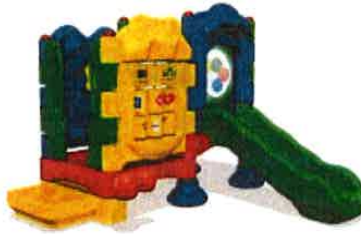
5



Toddler Tower

~~\$6,688.00~~ \$4,459.

4 •



Discovery Center Seedling without Roof

~~\$2,999.00~~ \$2,550.00

3 •



Toddler Noah's Ark Tunnel

~~\$6,088.00~~ \$5,327.00





**Town of Pembroke Park**

**Bid Number: ITB 19-03**

**PlayMore West Bid Review**

**OGLESBY PRESERVE PARK IMPROVEMENTS (PHASE 6) TOT LOT PLAYGROUND**

| Documents                                                                                                                                                                              | Playmore West, Inc. |                    |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|--------------------|
|                                                                                                                                                                                        | W/O Discount        | W/Discount         |
| <b>TOTAL BID 5.1 - PLAYGROUND SET, FENCING &amp; WALKWAY</b>                                                                                                                           | <b>\$32,044.00</b>  | <b>\$23,820.00</b> |
| FURNISH PLAYGROUND SET: Toddler Bridge, Play Panel, Toddler Structure, Toddler Grab Bars, and Playhouse                                                                                | \$17,766.00         | \$13,458.00        |
| PLAYGROUND INSTALLATION: Materials and Labor to Install In-Ground Mount Playground Equipment                                                                                           | \$5,003.00          | \$4,802.00         |
| FENCING: Furnish & Install 120 linear feet long, 4 feet high vinyl fencing with 5 feet wide access gate                                                                                | \$5,000.00          | \$2,880.00         |
| ACCESS WALKWAY: Erection of a 46 x 5 feet, 4-inches compacted stone base, 1 inch asphalt overlay walkway                                                                               | \$400.00            | \$480.00           |
| BROWARD COUNTY COMMUNITY DEVELOPMENT SIGNAGE: Furnish & Erect ¾-inch plywood                                                                                                           | \$1,250.00          | \$1,200.00         |
| PERMIT: Pull Permit and Compliance with Inspections                                                                                                                                    | \$1,625.00          | \$0.00             |
| ENGINEERING: for permitting playground system                                                                                                                                          | \$1,000.00          | \$1,000.00         |
| <b>TOTAL BID 5.2.2 - POURED-IN-PLACE (PIP) SAFETY SURFACE</b>                                                                                                                          | <b>\$20,057.88</b>  | <b>\$18,720.00</b> |
| SOIL AND SOD REMOVAL AND DISPOSAL: Remove and dispose of surface; excavate existing soil to a depth of 6"                                                                              | \$2,250.00          | \$2,160.00         |
| WOOD BOARDING SYSTEM: Furnish and Install pressure-treated wood borders around entire playground area                                                                                  | \$1,499.88          | \$1,440.00         |
| SITE PREPARATION STONE BASE: Furnish and Install 4-inch crushed stone base, compacted                                                                                                  | \$2,250.00          | \$2,160.00         |
| POURED-IN-PLACE (PIP) SAFETY SURFACE: Furnish & Install 2 in, 4 ft critical fall height (CFH), black polyurethane/EPDM PIP safety surface over 4" thick compacted stone base thickness | \$14,058.00         | \$12,960.00        |
| WARRANTY: Five (5) years minimum warranty                                                                                                                                              | INCLUDED            | INCLUDED           |
| <b>TOTAL BID 5.3 - PLAYGROUND AREA SHADE</b>                                                                                                                                           | <b>\$15,444.00</b>  | <b>\$13,500.00</b> |
| PLAYGROUND AREA SHADE: Furnish 30-ft x 30-ft x 10-ft hip style rectangular shade and poles                                                                                             | \$6,069.00          | \$5,826.00         |
| ERECTION OF SHADE: Furnish all materials (concreted, #5 EW rebars, etc.) and labor to erect playground area shade structure                                                            | \$8,125.00          | \$6,720.00         |
| ENGINEERING: for permitting shade structure                                                                                                                                            | \$1,250.00          | \$954.00           |
| FURNISH & INSTALL CRAWL TUNNEL SETS:                                                                                                                                                   | \$5,680.00          | \$4,900.00         |
| <b>TOTAL</b>                                                                                                                                                                           | <b>\$74,475.88</b>  | <b>\$61,894.00</b> |

Prepared by MJacques





Town of Pembroke Park  
3150 SW 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

## Agenda Request

|                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Meeting Date:              | 08/12/2019                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Subject:                   | Execution of First Amendment to 44th Year CDBG Agreement Preserve Tot Lot Playground                                                                                                                                                                                                                                                                                                                                                                                       |
| Initiated by:              | <input type="checkbox"/> Town Commission <input type="checkbox"/> Town Attorney <input checked="" type="checkbox"/> Town Manager / Staff                                                                                                                                                                                                                                                                                                                                   |
| Prepared by:               | Name & Title: Myriam Jacques, Assistant Director of Public Services                                                                                                                                                                                                                                                                                                                                                                                                        |
| Reviewed by:               | Name & Title: Todd Larson, Director of Public Services                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Approved by Town Manager:  | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Approved by Town Attorney: | Signature:                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Attachments:               | First Amendment to Agreement between Broward County and Town of Pembroke Park for Funding and Administration of 44th Year Community Development Block Grant Programs for Pembroke Park Preserve Tot Lot extended to December 31, 2019.                                                                                                                                                                                                                                     |
| Fiscal Impact:             | \$61,672 from the CDBG; and \$5,000 Town funds                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Summary:                   | <p>This is an Agreement between Broward County CDBG and Town of Pembroke Park for funding and administration of 44th Year Community Development Block Grant Programs for the Preserve Tot Lot.</p> <p>The tot lot will include playground equipment, shade structure, poured-in-placed safety surfacing, fencing, and a walkway access.</p> <p>The Broward County CDBG staff reviewed and approved the bids and consented with the Town to award to the lowest Bidder.</p> |
| Advantages:                | Cost shared with CDBG funds for the construction of the project; increase access to recreational activities to families                                                                                                                                                                                                                                                                                                                                                    |
| Disadvantages:             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Possible action:           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Advantages:                | Time extension is allowing the Town to research other playground alternatives for tot lots                                                                                                                                                                                                                                                                                                                                                                                 |
| Disadvantages:             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Staff Recommendations:     | Execution of Agreement                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Additional Action Needed:  | Need resolution                                                                                                                                                                                                                                                                                                                                                                                                                                                            |



**Housing Finance and Community Redevelopment Division**

110 Northeast 3<sup>rd</sup> Street, Suite 300 • Fort Lauderdale, Florida 33301 • 954-357-4900 • FAX 954-357-8221

July 9, 2019

Todd Larson, Public Services Director  
Town of Pembroke Park  
3150 S.W. 52<sup>nd</sup> Avenue  
Pembroke Park, FL 33023

SUBJ: CDBG 44th Year- Oglesby Preserve Park Tot Lot Project

Dear Mr. Larson:

The Office of Housing Finance and Community Redevelopment Division is in concurrence with the Town of Pembroke Park recommendation of the award to the lowest responsive and responsible Bidder PlayMore West, Inc. for the construction of the subject project.

If you have additional questions or concerns, please do not hesitate to call me at 954.357.4911

Sincerely,

A handwritten signature in blue ink that reads "Glen Edwards".

Glen Edwards, Community Development Specialist  
Grants/Contracts Administration

cc:

Olga Sheyner, Community Development Specialist

Broward County Board of County Commissioners  
Mark D. Bogen • Lamar P. Fisher • Beam Furr • Steve Geller • Dale V.C. Holness • Nan H. Rich • Tim Ryan • Barbara Sharief • Michael Udine  
[www.broward.org](http://www.broward.org)



**FIRST AMENDMENT TO AGREEMENT BETWEEN BROWARD COUNTY AND  
TOWN OF PEMBROKE PARK FOR FUNDING AND ADMINISTRATION OF 44TH  
YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS FOR  
PEMBROKE PARK PRESERVE TOT LOT**

This First Amendment ("First Amendment") to the Agreement (as defined below) is made and entered into by and between Broward County, a political subdivision of the State of Florida ("County") and Town of Pembroke Park, a municipal corporation of the State of Florida ("City") (collectively, County and City are the "Parties").

**RECITALS**

A. At its August 14, 2018 meeting, the Broward County Board of County Commissioners ("Board") approved fiscal year 2018-2019 Community Development Block Grant funding.

B. On March 20, 2019, the Parties entered into the Agreement for Funding and Administration of 44th Year Community Development Block Grant Programs for Pembroke Park Preserve Tot Lot ("Agreement").

C. City has requested, and County has agreed, that the term of the Agreement be extended to December 31, 2019.

D. The Parties now desire to enter into this First Amendment to extend the term of the Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the following:

1. The above recitals are true and correct and are incorporated herein by reference. All capitalized terms not expressly defined within this First Amendment shall retain the meaning ascribed to such terms in the Agreement.

2. Amendments made to the Agreement by this First Amendment are indicated by use of strikethroughs to indicate deletions and underlining to indicate additions, unless otherwise indicated.

3. This First Amendment shall be effective as of the date it is fully executed by the Parties.

4. Article 10 of the Agreement shall be amended as follows:

The term of this Agreement shall commence retroactively on October 1, 2018 ("Effective Date"), and shall end on ~~September 30, 2019~~ December 31, 2019, unless terminated earlier or extended pursuant to the terms of this Agreement. City may submit a written request for an extension to the term of this Agreement to the Contract Administrator no



less than ninety (90) days prior to the expiration date of this Agreement. If the Contract Administrator approves an extension to the term of this Agreement, the Parties shall enter into an amendment as provided in Section 12.17.

5. Exhibit C to the Agreement, Project Timeline, is hereby deleted and replaced in its entirety with Exhibit C attached hereto and incorporated herein.

6. This First Amendment may be executed in multiple originals, and may be executed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same amendment.

7. Preparation of this First Amendment has been a joint effort of the Parties and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the Parties than the other.

8. Except as modified in this First Amendment, all terms and conditions of the Agreement shall remain in full force and effect. If any conflict or ambiguity exists between this First Amendment and the Agreement, the Parties agree that this First Amendment shall control.

9. This First Amendment incorporates and includes all prior negotiations, correspondence, conversations, agreements, and understandings applicable to the matters contained herein, and the Parties agree that there are no commitments, agreements, or understandings concerning the subject matter of this First Amendment that are not contained in the Agreement and this First Amendment.

10. City represents and warrants that this First Amendment constitutes the legal, valid, binding, and enforceable obligation of City, and that neither the execution nor performance of this First Amendment constitutes a breach of any agreement that City has with any third party or violates any law, rule, regulation, or duty arising in law or equity applicable to City. City further represents and warrants that execution of this First Amendment is within City's legal powers, and each individual executing this First Amendment on behalf of City is duly authorized by all necessary and appropriate action to do so on behalf of City and does so with full legal authority.

[Signatures on Following Pages]

IN WITNESS WHEREOF, the Parties hereto have made and executed this First Amendment: BROWARD COUNTY, signing by and through its County Administrator, authorized to execute same by Board action on the 14<sup>th</sup> day of August, 2018 (Agenda Item No. 43), and Town of Pembroke Park, signing by and through its Mayor or Vice Mayor, duly authorized to execute same.

COUNTY

WITNESSES:

BROWARD COUNTY, by and through  
its County Administrator

\_\_\_\_\_  
Signature

By: \_\_\_\_\_  
Bertha Henry

\_\_\_\_\_  
Print Name

\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature

Approved as to form by  
Andrew J. Meyers  
Broward County Attorney  
Governmental Center, Suite 423  
115 South Andrews Avenue  
Fort Lauderdale, Florida 33301  
Telephone: (954) 357-7600  
Telecopier: (954) 357-7641

\_\_\_\_\_  
Print Name

By: \_\_\_\_\_  
Alicia C. Lobeiras (Date)  
Assistant County Attorney

By: \_\_\_\_\_  
Annika E. Ashton (Date)  
Deputy County Attorney

ACL/mdw  
First Amendment – 44<sup>th</sup> Year CDBG Agreement (Pembroke Park – Capital).docx  
07/17/19  
#451416

**FIRST AMENDMENT TO AGREEMENT BETWEEN BROWARD COUNTY AND  
TOWN OF PEMBROKE PARK FOR FUNDING AND ADMINISTRATION OF 44TH  
YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS FOR  
PEMBROKE PARK PRESERVE TOT LOT**

CITY

ATTEST:

TOWN OF PEMBROKE PARK

By: \_\_\_\_\_  
Town Clerk (SEAL)

By: \_\_\_\_\_  
Mayor

\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_  
Town Manager

\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

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

By: \_\_\_\_\_  
Town Attorney

## EXHIBIT C

### PROJECT TIMELINE

The table below lists the main work tasks required to complete Project objectives before the term of the Agreement expires.

| Work Task                                                                   | Start-Up Date    | Date of Completion |
|-----------------------------------------------------------------------------|------------------|--------------------|
| Preparation of Design Plans and Specifications                              | April 1, 2019    | May 31, 2019       |
| Advertise, Bidding, and Pre-Bid Meeting                                     | June 1, 2019     | June 30, 2019      |
| Bid Opening, Selection, and Award                                           | July 1, 2019     | July 31, 2019      |
| Construction Contract Execution, Pre-construction Meeting, and Construction | August 1, 2019   | October 31, 2019   |
| Punch list Items                                                            | November 1, 2019 | November 30, 2019  |
| Completion of Construction                                                  | December 1, 2019 | December 31, 2019  |