



AGENDA

BUDGET HEARING MEETING

6:00 PM - Wednesday, September 13, 2023
Council Chambers

Page

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. PUBLIC COMMENTS RELATED TO AGENDA ITEMS / GOOD & WELFARE
5. RESOLUTIONS
 - 5.1. Tentative Millage Rate - Finance Consultant DiLena 4 - 5
RESOLUTION NO. 2023-014
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **ADOPTING A TENTATIVE MILLAGE RATE OF 8.5000, WHICH IS 9.97% GREATER THAN THE ROLLED-BACK RATE OF 7.7293 FOR THE TOWN'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024;** PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.
[2023-014 FY23-24 tentative millage rate](#)
 - 5.2. General Fund Budget - Finance Consultant DiLena 6 - 8
RESOLUTION NO. 2023-015
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE GENERAL FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE GENERAL FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024;** PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
[2023-015 FY23-24 General Fund](#)
[2023-015 Exhibit A GENERAL FUND](#)

- 5.3. Water/Drainage Enterprise Fund Budget - Finance Consultant DiLena 9 - 11
RESOLUTION NO. 2023-016
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SURFACE WATER DRAINAGE ENTERPRISE FUND/DEBT SERVICE FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SURFACE WATER DRAINAGE ENTERPRISE FUND/DEBT SERVICE FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024;** PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
[2023-016 FY23-24 Water Drainage Enterprise](#)
[2023-016 Exhibit A Stormwater](#)
- 5.4. Sewer Enterprise Fund - Finance Consultant DiLena 12 - 15
RESOLUTION NO. 2023-017
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SEWER ENTERPRISE FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SEWER ENTERPRISE FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024;** PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
[2023-017 FY23-24 Sewer Enterprise Fund](#)
[2023-017 Exhibit 400 -Sewer Projections](#)
- 5.5. Pension Trust Fund Budget - Finance Consultant DiLena 16 - 19
RESOLUTION NO. 2023-018
A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE PENSION TRUST FUND FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE PENSION TRUST FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024;** PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.
[2023-018 FY23-24 Pension Trust Fund](#)

RESOLUTION NO. 2023-019

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **AUTHORIZING THE PAYMENT OF CERTAIN SERVICES, MATERIALS AND SUPPLIES WHICH ARE PROCURED ON A REGULAR OR RECURRING BASIS FOR THE FISCAL YEAR 2023-24**; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

[2023-019 FY23-24 Recurring expenses](#)
[2023-019 Exhibit A Recurring Mnthly Expense](#)

5.	Building Department Budget - Finance Consultant DiLena	2
----	--	---

7.	RESOLUTIONNO.2023-021	3
----	------------------------------	---

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, **OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SPECIAL REVENUE FUND (BUILDING DEPARTMENT) FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SPECIAL REVENUE FUND (BUILDING DEPARTMENT) FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024**; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

[2023-021 FY23-24 Building Department.](#)
[2023-021 Exhibit A Building Department](#)

6.
- COMMISSION REPORTS
- Commissioner Jacobs
- Acting Clerk Commissioner Kashem
- Clerk Commissioner Hodgkins
- Vice Mayor Morrisette
- Mayor Mohammed

7.
- ATTORNEY REPORTS

8.
- TOWN MANAGER REPORTS

9.
- ANNOUNCEMENTS
- 2nd Budget Hearing, Wednesday, September 27th at 6:00 PM

10.
- ADJOURNMENT

RESOLUTION NO. 2023-014

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING A TENTATIVE MILLAGE RATE OF 8.5000, WHICH IS 9.97% GREATER THAN THE ROLLED-BACK RATE OF 7.7293 FOR THE TOWN'S GENERAL OPERATING FUND FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2023 AND ENDING SEPTEMBER 30, 2024; PROVIDING FOR SEVERABILITY, CONFLICTS, AND AN EFFECTIVE DATE.

WHEREAS, a tentative budget has been prepared estimating expenditure and revenues of the Town of Pembroke Park for the ensuing year, with detailed information, including revenues to be derived from sources other than ad valorem levy, and recommendations have been made as to the amount to be appropriated for the ensuing year; and

WHEREAS, the Town Commission has conducted a public hearing and has considered recommendations, the suggested tentative budget, and the tentative millage to be levied to carry on the government of the Town for the ensuing fiscal year; and

WHEREAS, the Town Commission finds that setting the millage rate at 8.5000 for FY 23-24 is in the best interests of the citizens and residents of the Town.

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

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

Section 2. The Town Commission hereby adopts a tentative millage rate of 8.5000 for General Fund budget purposes for Fiscal Year 2023-2024 which represents a 9.97% increase over the rolled-back rate of 7.7293 mills.

Section 3. The tentative budget shall be published in accordance with the publication and notice requirements set forth in Chapter 200, Florida Statutes. A public hearing will be held on the 27th day of September, 2023 at 6:00 p.m. for the purposes of adopting a final millage rate.

Section 4. If any clause, section or other part of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part shall be construed as eliminated and shall in no way affect the validity of the remaining portions of this Resolution.

Section 5. All Resolutions or parts of Resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This Resolution shall become effective immediately upon passage.

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

RESOLUTION NO. 2023-015

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE GENERAL FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE GENERAL FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

Section 1: That the budget for the Town of Pembroke Park for the operation of the General Fund for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be and it is officially and finally adopted, a photocopy of which is on file with the Town Clerk, and by reference made a part hereof, and the appropriations set out therein are made for the maintenance and carrying on of the General Fund for the Town of Pembroke Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.

Section 2: That the final budget of the Town of Pembroke Park, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Pembroke Park, Florida. There is hereby appropriated the sum of \$13,834,661.00 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the budget as summarized in Exhibit A.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this

Resolution.

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

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

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

**TOWN OF PEMBROKE PARK
GENERAL FUND OUTLOOK FY 2024**

**Exhibit A - for Resolution No.
2023-015**

Expenses:	2021 Actual	2022 Actuals	2023 Budget	2023 Year-End Projection	2024 Proposed Budget
Beg Fund Balance:	3,359,490	6,329,588	6,663,756	6,663,756	6,663,756
Revenue					
Ad Valorem Taxes - Operating	6,635,594	7,133,140	7,638,189	7,737,961	8,413,028
Sales and Use Tax	456,537	483,507	446,036	512,346	504,919
Franchise Fees	931,748	861,921	941,250	943,189	980,747
Utility Service Taxes	1,191,117	1,233,328	1,199,531	1,287,691	1,301,603
Communications Services Tax	137,597	134,790	140,000	146,642	149,422
License and Permits	378,065	366,169	482,400	587,755	595,166
Intergovernmental	3,675,016	2,037,295	1,366,064	398,337	275,222
Charges For Services	524,360	458,098	450,500	578,288	618,473
Fines and Forfeitures	236,235	406,710	76,000	73,809	90,879
Miscellaneous & Other	-	-	888,785	958,307	905,203
Total Revenues	14,166,270	13,114,958	13,628,755	13,224,326	13,834,661
Transfers and Other Sources	593,768	-	-	-	-
Total Revenue	14,760,038	13,114,958	13,628,755	13,224,326	13,834,661
Expenditures:					
Mayor & Commission	371,671	220,604	514,976	375,196	542,420
Administration	1,054,940	975,578	950,332	918,803	398,744
Human Resources	-	-	-	-	228,038
Town Clerk	-	-	-	-	439,918
Finance	592,211	521,510	457,609	492,407	522,301
Legal	424,157	335,266	424,523	411,816	275,000
Planning	274,565	301,437	284,556	231,122	205,500
Information Technology	-	5,873	442,421	397,289	492,267
Non-Departmental	749,089	648,001	1,938,712	1,169,835	1,372,255
Police	3,632,406	4,953,907	3,441,976	4,185,788	3,747,295
Fire	3,468,493	3,652,284	3,847,980	3,847,980	4,146,939
Roads & Streets	521,923	520,575	572,632	572,113	604,968
Code Compliance	156,252	209,926	313,729	244,382	308,624
Parks & Recreation	544,233	435,829	439,308	552,961	550,392
Total Expenditures	11,789,940	12,780,790	13,628,755	13,399,692	13,834,661
Projected Balances and Reserves:					
Anticipated Year End Balance	6,329,588	6,663,756	6,663,756	6,488,390	6,663,757
Revenues Less Expenditures	2,970,098	334,168	-	(175,366)	0

Expense Assumptions/Highlights

Projected FY2024 COLA 3% and Merit 2%; 5% increase forecasted through FY29
 FICA, Pension assumes a 3% increase
 FRS Rates increased by 17%
 General liability, risk, property insurance 25% increase
 Non-Departmental includes \$276K for Police Debt Service
 \$15,000 for Car Allowance
 Blue Cross Health Insurance 8% increase
 \$25,000 for Hurricane Preparedness
 \$105,000 included for Vehicle Replacement
 \$300,000 reserve
 \$15,000 - LED Digital Message Board
 No increase to Mutual of Omaha - Life, AD&D, LTD, STD, Dental and Vision

Proposed Reductions

\$100,000 Freeze 1 Police Officer
 \$350,000 for eliminating Building Official, Manager, BTR position
 \$25,000 for Hurricane Preparedness
 \$25,000 for Salary Contingencies

9/7/20231

RESOLUTION NO. 2023-016

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SURFACE WATER DRAINAGE ENTERPRISE FUND/DEBT SERVICE FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SURFACE WATER DRAINAGE ENTERPRISE FUND/DEBT SERVICE FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

Section 1: That the budget for the Town of Pembroke Park for the operation of the Surface Water Drainage Enterprise Fund/Debt Service for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be and it is officially and finally adopted, a photocopy of which is on file with the Town Clerk, and by reference made a part hereof, and the appropriations set out therein are made for the maintenance and carrying on of the Surface Water Drainage Enterprise Fund/Debt Service for the Town of Pembroke Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.

Section 2: That the final budget of the Town of Pembroke Park, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Pembroke Park, Florida. There is hereby appropriated the sum of \$3,001,856.00 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the budget as summarized in Exhibit A.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

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

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

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

401 - Stormwater Projections

Exhibit A - for Resolution No. 2023-016

9/7/2023

Expenditure/Revenues	2021 Actual	2022 Actuals	2023 Budget	2023 Year-End Projection	2024 Proposed Budget
Beg Fund Balance:	9,329,907	9,667,096	10,441,797	10,441,797	10,493,764
Revenues					
Intergovernmental	-	-	987,906	-	-
Charges For Services	1,420,926	1,414,555	1,435,135	1,425,135	1,435,135
Other	2,168	161,460	118,000	20,000	-
Transfers In:					
Fund Balance/Reserves	-	-	-	-	1,566,721
Total Revenues	1,423,093	1,576,015	2,541,041	1,445,135	3,001,856
Expense Categories					
Personnel Services	258,802	226,868	254,374	319,325	529,815
Operating Services	388,018	218,991	1,054,323	389,844	364,697
Capital Outlay	439,083	355,456	1,232,344	684,000	2,107,344
Total Expenditures	1,085,904	801,314	2,541,041	1,393,169	3,001,856
Ending Fund Balance	9,667,096	10,441,797	10,441,797	10,493,764	
Revenues less expenditures	337,189	774,701	-	51,966	

RESOLUTION NO. 2023-017

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SEWER ENTERPRISE FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SEWER ENTERPRISE FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

Section 1: That the budget for the Town of Pembroke Park for the operation of the Sewer Enterprise Fund for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be and it is officially and finally adopted, a photocopy of which is on file with the Town Clerk and by reference made a part hereof, and the appropriations set out therein are made for the maintenance and carrying on of the Sewer Enterprise Fund for the Town of Pembroke Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.

Section 2: That the final budget of the Town of Pembroke Park, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Pembroke Park, Florida. There is hereby appropriated the sum of \$3,557,973.00 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the budget as summarized in Exhibit A.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application,

it shall not affect the validity of the remaining portions or applications of this Resolution.

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

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

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

9/7/2023

400 - Sewer Projections

Exhibit A - for Resolution No. 2023-017

Expenditure/Revenues	2021 Actual	2022 Actuals	2023 Budget	2023 Year-End Projection	2024 Proposed Budget
Beg Fund Balance:	6,776,603	6,949,871	7,723,432	7,723,432	6,388,299
Revenues					
Charges For Services	2,838,745	2,868,567	2,825,000	2,954,006	3,022,661
Other	36,255	141,288	42,000	20,000	20,000
Transfers In:					
Fund Balance/Reserves	-	-	-	-	515,312
Total Revenues	2,875,000	3,009,855	2,867,000	2,974,006	3,557,973
Expense Categories					
Personnel Services	346,707	380,677	408,566	261,101	374,123
Operating Services	1,982,819	1,539,874	2,108,434	3,443,038	2,833,850
Capital Services	372,206	315,742	350,000	605,000	350,000
Total Expenditures	2,701,732	2,236,294	2,867,000	4,309,139	3,557,973
Ending Fund Balance	6,949,871	7,723,432	7,723,432	6,388,299	
Revenues less expenditures	173,268	773,561	-	(1,335,133)	

RESOLUTION NO. 2023-018

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE PENSION TRUST FUND FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE PENSION TRUST FUND FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

Section 1: That the budget for the Town of Pembroke Park for the operation of the Pension Trust Fund for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be and it is officially and finally adopted, a photocopy of which is on file with the Town Clerk and by reference made a part hereof, and the appropriations set out therein are made for the maintenance and carrying on of the Pension Trust Fund for the Town of Pembroke Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.

Section 2: That the final budget of the Town of Pembroke Park, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Pembroke Park, Florida. There is hereby appropriated the sum of \$115,000.00 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the budget.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this

Resolution.

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

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

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

RESOLUTION NO. 2023-019

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, AUTHORIZING THE PAYMENT OF CERTAIN SERVICES, MATERIALS AND SUPPLIES WHICH ARE PROCURED ON A REGULAR OR RECURRING BASIS FOR THE FISCAL YEAR 2023-24; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Pembroke Park procures certain services, materials and supplies on a regular or recurring basis which procurement is ordinary and required for the operation of a municipal government; and

WHEREAS, requiring the Town Commission to review and approve the recurring expenses would be an unnecessary administrative burden for the Town's Staff and Commissioners; and

WHEREAS, Section 2-125, Pembroke Park Code of Ordinances, provides that the Town Commission may authorize the payment of regular or recurring expenses incurred by the Town by resolution of the Town Commission from time to time in order to streamline the procurement procedures.

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

Section 1: That the Town Commission authorizes the payment for the services, materials and supplies listed on the attached Exhibit "A" for the fiscal year 2023-2024 without the submission of invoices for individual approval pursuant to the provisions of Section 2-125, Pembroke Park Code of Ordinances.

Section 2: That the Town Finance and Budget staff is authorized and directed to provide for the payment for the services, materials and supplies listed on the attached Exhibit "A"

without further action required by the Town Commission.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

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

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

PASSED AND ADOPTED this ____ day of _____, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

Resolution 2023-019 Exhibit A
Town of Pembroke Park
Recurring Monthly Expenses 2023-2024

Vendor *	Service/Product	Monthly Amount	Quarterly Amount	Yearly Amount
Broward County Board of Comm.	Building Permit Remittance Fees/Radon	12,000.00		
City of Hollywood	Wastewater Management	150,000.00		
Dell Financial Services LLC	Annual Lease for Town Servers			16,724.40
Dell Financial Services LLC	Annual Lease for Police Servers			13,777.76
Diligent	ICompass System/ Meeting Management			14,000.00
Florida Blue	Group Health Insurance	50,000.00		
Florida Municipal Insurance Trust	Liability/Auto/Property/WC Insurance		105,604.00	
Florida Power And Light	Electric Bill	25,000.00		
Florida Retirement System (FRS)	Retirement Pension	125,000.00		
State of FL Dept. of Bus & Prof Reg	Building Permit Quarterly Surcharge		12,000.00	
Synovus Bank	Loan Repayment for Police Dept Startup	22,958.62		
Synovus Bank	Corporate Credit Card	20,000.00		
Tyler Technologies	Financial Software Annual Fee			18,672.00
WEX	Fuel Expense	15,000.00		
		419,958.62	117,604.00	63,174.16
		Grand Total		600,736.78

RESOLUTION NO. 2023-021

A RESOLUTION OF THE TOWN COMMISSION OF THE TOWN OF PEMBROKE PARK, FLORIDA, OFFICIALLY ADOPTING AND APPROVING THE ANNUAL BUDGET FOR THE SPECIAL REVENUE FUND (BUILDING DEPARTMENT) FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024 AND APPROPRIATING THE FUNDS FOR THE OPERATION OF THE SPECIAL REVENUE FUND (BUILDING DEPARTMENT) FOR THE TOWN OF PEMBROKE PARK FOR THE FISCAL YEAR 2023-2024; PROVIDING FOR SEVERABILITY; SUPERSEDING CONFLICTING RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE.

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

Section 1: That the budget for the Town of Pembroke Park for the operation of the Special Revenue Fund (Building Department) for the fiscal year beginning October 1, 2023, and ending September 30, 2024, be and it is officially and finally adopted, a photocopy of which is on file with the Town Clerk, and by reference made a part hereof, and the appropriations set out therein are made for the maintenance and carrying on of the Special Revenue Fund (Building Department) for the Town of Pembroke Park for the fiscal year beginning October 1, 2023, and ending September 30, 2024.

Section 2: That the final budget of the Town of Pembroke Park, for the fiscal year beginning October 1, 2023, and ending September 30, 2024, is hereby adopted and the appropriations set out therein are hereby made to maintain and carry on the government of the Town of Pembroke Park, Florida. There is hereby appropriated the sum of \$925,158.00 in new revenue, for the payment of operating expenditures for the Town Government pursuant to the terms of the budget as summarized in Exhibit A.

Section 3: That if any clause, section, other part or application of this Resolution is held by any Court of competent jurisdiction to be unconstitutional or invalid, in part or

application, it shall not affect the validity of the remaining portions or applications of this Resolution.

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

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

PASSED AND ADOPTED this 27th day of September, 2023.

ASHIRA MOHAMMED
Mayor

ATTEST:

MARLEN D. MARTELL
Town Clerk

Approved as to form and legal sufficiency

JACOB G. HOROWITZ
Interim Town Attorney

9/7/2023

100 - Building Projections

Expenditures/Revenues	2021 Actual	2022 Actuals	2023 Budget	2023 Year-End Projection	2024 Proposed Budget
Beg Fund Balance:	668,614	788,623	1,179,234	1,179,234	1,476,294
Revenues:					
License and Permits	893,180	1,195,838	845,154	1,067,645	888,658
Charges For Services	28,777	33,992	39,400	31,605	30,500
Other	12,715	27,801	-	6,008	6,000
Transfers In:					
Fund Balance/Reserves	-	-	-	-	-
Total Revenues	934,672	1,257,631	884,554	1,105,258	925,158
Expenditures:					
Personnel Services	317,413	482,748	547,338	442,674	584,882
Operating Services	155,567	198,357	316,688	315,524	330,276
Capital Outlay	341,684	185,914	20,528	50,000	10,000
Total Expenditures	814,664	867,019	884,554	808,198	925,158
Ending Fund Balance	788,623	1,179,234	1,179,234	1,476,294	
Revenues Less Expenditures	120,008	390,611	-	297,060	