



TOWN OF PEMBROKE PARK
Regular Commission Meeting
Commission Chambers
3152 SW 52 Avenue
Pembroke Park, FL 33023
Wednesday, January 8, 2020
7:00 PM

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

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

REGULAR COMMISSION MEETING MINUTES

ROLL CALL OF THE CITY OFFICIALS:

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

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

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

PLEDGE OF ALLEGIANCE: led by Mayor and Commissioners.

ADDITIONS, DELETIONS OR WITHDRAWALS TO THE AGENDA:

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

To be placed on workshop on January 22, 2020.

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

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

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

PUBLIC COMMENTS RELATED TO AGENDA ITEMS/ GOOD & WELFARE

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

The following person(s) spoke on the record:

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

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

Item was taken out of order.

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

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

To be placed on workshop on January 22, 2020.

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

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

Monthly Report - Town Manager Muse-Salters

Discussion was held.

CONSENT AGENDA

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

Master Gardener - Public Services Larson

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

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

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

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

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

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

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

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

Item was taken out of order

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

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

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

Item was taken out of order

Agro-Eco Wellness Program - Vice Mayor Clark

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

Item was taken out of order

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

To be placed on workshop on January 22, 2020.

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

Meeting Recessed at 9:04pm

Meeting Reconvened at 9:18pm

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

To be placed on workshop on January 22, 2020.

Bills over \$500.00 - Finance Department

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

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

Budget Amendment - Assistant Budget and Finance Director Taubenfeld

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

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

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

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

Extension of Consultant Contracts - Town Manager Muse-Salters

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

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

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

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

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

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

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

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

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

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

Meeting Recessed at 10:39pm

Meeting Reconvened at 10:57pm

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

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

Appointing Auditor's Selection Committee - Mayor Mohammed

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

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

Disaster Relief Worksite Agreement - Town Manager Muse-Salters

Item is tabled until the Workshop on January 22, 2020

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

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

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

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

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

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

Item was taken out of order

30th Avenue revitalization - Mayor Mohammed, Town Planner Miller

Town Engineer advertisement of position- Vice Mayor Clark

Employee Evaluations - Mayor Mohammed

Item was taken out of order

Deputy Town Clerk Natasha Joseph - Clerk Commissioner Jacobs

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

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

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

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

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

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

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

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

COMMISSION REPORTS:

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

ATTORNEY REPORT – Town Attorney Ryan – NONE

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

TOWN MANAGER REPORTS – Town Manager Muse-Salters

ANNOUNCEMENTS

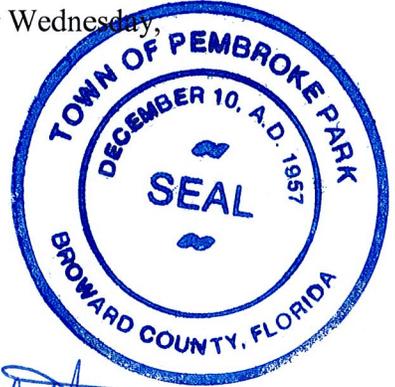
Workshop, Wednesday, January 22, 2020 at 6:00 PM
Regular Commission Meeting, Wednesday, February 12, 2020, 7:00 PM

ADJOURNMENT

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

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

Commission approved on: 2/12/2020



ATTEST:

(SEAL)

Ashira Mohammed, Mayor

Marlen Martell, Interim Deputy Town Clerk

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceedings is made; which record includes the testimony and evidence upon which the appeal is to be based.

Any person requiring auxiliary aids and services at this meeting may call the Town Clerks Office at 954-966-4600 at least two calendar days prior to the meeting. If you are hearing or speech impaired please contact the Florida Relay Services by using the following numbers: 1-800-955-8770 (voice) or 1-800-955-8771 (TDD)

DECORUM - All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.