

**ORDINANCE NO. 2023-015**

**AN ORDINANCE OF THE TOWN OF PEMBROKE PARK, FLORIDA, AMENDING CHAPTER 18 OF THE TOWN'S CODE OF ORDINANCES, ENTITLED "PARKS AND RECREATION"; SPECIFICALLY CREATING ARTICLE III; TO BE ENTITLED "PARKS AND RECREATION ADVISORY BOARD;" PROVIDING FOR THE ESTABLISHMENT OF A PARKS AND RECREATION ADVISORY BOARD; PROVIDING FOR COMPOSITION; PROVIDING FOR MEETINGS; PROVIDING FOR DEFINITIONS; PROVIDING FOR DUTIES; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the Town of Pembroke Park (the "Town") values recognizes the important role of public parks and recreational facilities in the lives its citizens and residents; and

**WHEREAS**, the Town is constantly seeking to enhance its parks and recreations system; and

**WHEREAS**, the Town Commission of the Town of Pembroke Park has determined it to be in the best interest of the citizens and residents of the Town to establish a Parks and Recreation Advisory Board to further the Town's commitment to enhance its parks and recreation facilities and programming.

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

**Section 1:** The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance. All exhibits referenced herein are hereby incorporated within this Ordinance by this reference and made a specific part hereof.

**Section 2:** Chapter 18, entitled "Parks and Recreation," of the Town of Pembroke Park's Code of Ordinances, is hereby amended, by creating Article III, to be entitled "Parks and

Recreation Advisory Board,” as follows:

**Article III. – Parks and Recreation Advisory Board**

**Sec. 18-23 ESTABLISHMENT AND PURPOSE**

(a) It is the intent of the Town Commission in establishing the Parks and Recreation Advisory Board that this Board shall act in an advisory capacity to the Town Commission for the express purpose of providing the Commission non-binding recommendations to assist the Town improving its parks system and recreational programming including recommendations on the use, management, and operation of existing and future facilities and programing development.

**Sec. 18-24 DUTIES**

The duties of the Pembroke Park Parks and Recreation Advisory Board shall be as follows:

- (a) To act in an advisory capacity to the Town Commission; to conduct and hold public meetings in which matters affecting existing and future parks and recreation facilities and programming are considered and discussed;
- (b) To articulate and transmit recommendations to the Commission on parks and recreation facilities and programming concerning the Town that may be addressed by Commission or Administrative action;
- (c) To perform additional duties related to the City’s parks and recreation system as may be assigned by the Town Commission from time to time.

**Sec. 18-25 BOARD ACTION ADVISORY ONLY**

The actions, decisions, and recommendations undertaken or approved by the Parks and Recreation Advisory Board of the Town of Pembroke Park shall not be final or binding on the Town Commission, but shall be advisory only.

**Sect. 18-26 COMPOSITION, APPOINTMENT OF MEMBERS, AND TERM**

- (a) The Town of Pembroke Park Parks and Recreation Advisory Board shall consist of five (5) members.
- (b) Each member of the Town Commission shall appoint one member to the Board. Appointees to the Board shall be announced publicly by the appointing Commissioner at a regular meeting of the Town Commission.
- (c) Members of the Board are not appointed for a defined term and may be removed by a majority vote of the Town Commission.

**Sec. 18-27 QUALIFICATIONS OF MEMBERSHIP**

All individuals appointed by the Town Commission to serve on the Parks and Recreation Advisory Board must be residents of the Town, owners of a business located within the Town or the business owner's designee.

**Sect. 18-28 MEETINGS, DATES, PROCEDURES, RECORDS, AND QUORUM**

- (a) An organizational meeting of the Parks and Recreation Advisory Board shall be held at the first meeting of the Board after their appointment.
- (b) A chairperson and vice-chairperson shall be elected for terms of one (1) year by a majority of the Board.
- (c) The Board shall determine its meeting schedule and shall meet, as needed; however, additional meetings may be called by the chairperson, or at the request of the Town Commission or the Town Manager.
- (d) Three (3) members in attendance shall constitute a quorum of the Board.
- (e) All meetings of the Board shall be open to the public and subject to the requirements of Section 286.011, F.S.

**Sec. 18-29. ASSISTANCE TO THE BOARD**

- (a) The Town Commission shall designate a Town employee to attend board meetings and provide assistance and advice to the Board in its deliberations. The Commission member designated to oversee the Town's parks shall serve as the commission liaison to the Board. The Town Clerk, or his or her designee, shall act as the secretary to the Board and be responsible for providing notice of Board meetings and for recording of meeting minutes.

**Section 3:** It is the intention of the Town Commission of the Town of Pembroke Park that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the Town of Pembroke Park, Florida, and that the Sections of this Ordinance may be renumbered, re-lettered and the word "Ordinance" may be changed to "Section," "Article," or such other word or phrase in order to accomplish such intention.

**Section 4:** All sections or parts of the Code of Ordinances, all ordinances or parts of ordinances and all resolutions or parts of resolutions in conflict herewith, be and the same, are hereby repealed to the extent of such conflicts.

**Section 5:** Should any section or provision of this Ordinance, or any portion thereof, of any paragraph, sentence or word, be declared by a Court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remainder hereof, as a whole or a part thereof other than the part declared to be invalid.

**Section 6:** This Ordinance shall become effective upon adoption.

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**PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF  
PEMBROKE PARK, FLORIDA, ON THE FIRST READING, THIS \_\_\_\_ DAY OF  
\_\_\_\_\_, 2023.**

**PASSED ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF PEMBROKE  
PARK, FLORIDA, ON THE SECOND AND FINAL READING, THIS \_\_\_\_ DAY OF  
\_\_\_\_\_, 2023.**

ATTEST:

\_\_\_\_\_  
ASHIRA MOHAMMED  
Mayor

\_\_\_\_\_  
MARLEN D. MARTELL  
Town Clerk

Approved as to form and legal sufficiency:

\_\_\_\_\_  
JACOB G. HOROWITZ  
Interim Town Attorney

VOTE

ASHIRA MOHAMMED	_____
ERIK MORRISSETTE	_____
WILLIAM R. HODGKINS	_____
MUSFIKA KASHEM	_____
GEOFFREY JACOBS	_____