



BUSINESS IMPACT ESTIMATE¹

Meeting Date: December 10, 2025

Agenda Item No. 9.2

Summary of Proposed Ordinance and Statement of Public Purpose to be Served

The purpose of this ordinance is to adopt the amended Pembroke Park Personnel Policies and Procedures Manual, which serves as the comprehensive framework for the Town's human resources policies, procedures, and employee standards. By formally codifying these policies and providing the ability to update them by resolution, the Town ensures clarity, consistency, and transparency in personnel management practices.

Estimate of Direct Economic Impact on Private/For Profit Businesses

a. **Estimate of Direct Business Compliance Costs:**

This ordinance is not expected to impose direct compliance costs on private or for-profit businesses. The changes pertain solely to the Town's internal personnel policies and procedures, which govern the Town's management of its employees. Businesses that contract with or provide services to the Town are not required to modify their operations or incur new compliance obligations as a result of this ordinance.

b. **New Charges/Fees on Businesses Impacted:**

The ordinance does not impose any new charges or fees on businesses

c. **Estimate of Regulatory Costs:**

There are no new regulatory costs imposed on businesses. The ordinance updates internal personnel policies for Town employees and does not create new regulations for private entities.

Good Faith Estimate of Number of Businesses Likely Impacted: The ordinance applies to Town personnel operations and does not directly regulate private businesses. Vendors or contractors who interact with Town employees may experience indirect benefits from a well-managed, professional workforce, but the number of businesses impacted will vary based on the nature and volume of interactions with Town operations.

Any Additional Information:

This Business Impact Estimate statement is provided as a courtesy. This Ordinance is exempt from the Business Impact Estimate statement requirements under Florida Law as an ordinance required for compliance with federal or state law or regulation under Section 166.041(4)(c)(1), Florida Statutes.

¹ Business Impact Estimate does not apply to the following:

1. Ordinances required for compliance with federal or state law or regulation;
2. Ordinances related to the issuance or refinancing of debt;
3. Ordinances relating to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
4. Ordinances required to implement a contract/agreement;
5. Emergency ordinances;
6. Ordinances relating to procurement;
7. Ordinances enacted to implement the following:
 - a. Part II of Chapter 163, F.S.;
 - b. Sec. 190.005, F.S. and Sec. 190.046, F.S.;
 - c. Sec. 553.73, F.S. (Fla. Building Code);
 - d. Sec. 633.202, F.S. (Fla. Fire Prevention Code).