AGENDA
CHARTER REVIEW COMMITTEE MEETING

6:00 PM - Monday, December 6, 2021
Council Chambers

TOWN OF PEMBROKE PARK
CHARTER REVIEW BOARD 2021/2022
3150 SW 52 Avenue
Pembroke Park, FL. 33023
Telephone: 954-966-4600

CHARTER REVIEW BOARD (CRB)
MEETING MINUTES

October 25, 2021
6:00 PM
Commission Chambers, Town Hall
Pembroke Park, FL 33023

1. CALL TO ORDER
Chair Buchanan called the meeting to order at 6:05 p.m. in the Commission Chambers.

2. PLEDGE OF ALLEGIANCE – was recited in unison.

3. ROLL CALL
Board members present were Lucy Weber, Gary Schrader, Evelyn Cunningham, Bianca Buchanan and Paulette Walker.

In attendance were: Town Clerk Marlen Martell, Finance Director Taubenfeld, Public Services Director Robert Clark, Town Planner Heidi Siegal, and Town Attorney Melissa Anderson

4. APPROVAL OF MINUTES
MOTION TO APPROVE 09 27 2021 MEETING MINUTES MADE BY GARY SCHRADER SECONDED BY EVELYN CUNNINGHAM; MOTION PASSED 5-0.

5. PRESENTATION

The Finance Director Harry Taubenfeld made a presentation to the board about the Section 18 of the Charter establishing the check signing requirements, and an overview of his department.

6. NEW BUSINESS

6.1 Discussion of the three (3) forms of government; Commission, Commission-Manager and Strong Mayor. Town Attorney Anderson went over the PowerPoint presentation provided specifically Section 15 and 16 of the Charter.

6.2 Next Meeting

Monday, November 15, 2021, the presenter will be the Public Services Director Robert Clark.

ADJOURNMENT

With no further business motion to adjourn the meeting was made by Member Schrader, seconded by Member Weber. Motion carried unanimously

The meeting was adjourned at 7:02 PM.

ATTEST:

(SEAL)

____

Marlen D. Martell, Town Clerk

Town of Pembroke Park

Public Works Presentation
Charter Review Committee

December 6, 2021

TOWN OF PEMBROKE PARK FLORIDA
The Small Town that Means Big Business

Town of Pembroke Park

- Responsible for the Operation and Maintenance of Town Owned Infrastructure, Facilities, and Equipment
- Update and Implement the Capital Improvement Program
- with 12 Full-time Staff Members

December 6, 2021

Town of Pembroke Park

Goals and Objectives:

•Provide the Highest Level of Service at the Greatest Value

•To Work Collaboratively to Gain the Greatest Output Towards Achieving Quality Infrastructure Planning

•To Represent the Town with Honor, Courage, Distinction and Commitment to Community

December 6, 2021

Town of Pembroke Park

Public Works Operating Divisions

- Engineering Services
- Roads & Streets
- Stormwater and Sewer
- Parks and Recreation

December 6, 2021

TOWN OF PEMBROKE PARK
FLORIDA
The Small Town that Means Big Business

Town of Pembroke Park

Topics For Consideration

December 6, 2021

Sec. 15. – Creation of Departments.

For the purpose of systematically handling the government, the Commission shall create the following departments, and one Commissioner shall have charge of each department: Executive Department, in charge thereof to be ex-officio the Mayor; Department of Taxes, the Commissioner in charge thereof to be the Clerk; Department of Finance, the Commissioner in charge thereof to be the Vice-Mayor; Department of Health and Zoning, one of the other Commissioners as is designated by resolution of the Commission; and Department of Public Works and Water, one of the other Commissioners as is designated by resolution of the Commission.

State Law reference— Departments may be abolished by unanimous vote of the governing body, F.S. § 166.031(5).

TOWN OF PEMBROKE PARK FLORIDA

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Sec. 8. –. Powers of the city.

19th. To collect and dispose of sewage, offal, ashes, garbage, carcasses of dead animals and other refuse, inside and outside the limits of the municipality, and to acquire and operate reduction, cremation, neutralization or other plants for the utilization of such materials, or for any of them, inside and outside the limits of the municipality; and to contract for and regulate the collection and disposal thereof.

Sec. 16. –. Additional compensation for Commissioners.

Each of the Commissioners is authorized to hold any office or perform any duties or functions necessary for the government of the municipality, but he or she shall receive no additional compensation for such service except as to the Public Works Director. The Commissioners may in case of necessity appoint suitable persons to assist them in performing the duties of their respective departments, and the compensation of such persons shall be determined by the Commission.

TOWN OF PEMBROKE PARK FLORIDA

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Sec. 21B. –. Preservation of mobile home communities

Sec. 28-278. - Connection to Town wastewater system required.

(a) Every mobile home or recreational vehicle parked or located on a lot or site in a mobile home park in the Town shall be connected to the Town wastewater system by connection that is water tight and will not leak or permit infiltration of ground water or surface water into the wastewater collection system and has been approved by the Town Building Department.

(b) It shall be unlawful to own or occupy a mobile home or recreational vehicle in the Town that is not connected to the Town wastewater collection system as provided for in subsection (a) hereof.

(Ord. No. 00-4-4, § 17, 4-26-00)

Sec. 28-279. - Responsibility for connection to Town system.

(a) It shall be the responsibility of every owner, operator or manager of a mobile home park in the Town to ensure that every mobile home or recreational vehicle located in the mobile home park which such person owns, operates or manages, is connected to the Town wastewater collection system in accordance with the provisions of this article and to pay the cost and expense of making such connection.

(b) The Town shall be responsible for the maintenance of the wastewater collection system in each mobile home park up to the sanitation tee on each mobile home lot or recreational vehicle lot or site.

(Ord. No. 00-4-4, § 17, 4-26-00)

TOWN OF PEMBROKE PARK FLORIDA
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Sec. 21A. –Streets and roads; laws; suits, etc.

~~The territory contained within the corporate limits of Pembroke Park is hereby declared to be and the same is hereby constituted an independent road district, provided however, that the County of Broward and State of Florida shall continue to maintain and build, at no expense to Pembroke Park, all of the existing and future county and State roads within the limits of Pembroke Park.~~

~~The Commission shall have complete control and supervision of all the streets, roads, and alleys and signal lights and safety signs within the corporate limits of the municipality and shall by ordinance prescribe the method and manner maintaining the same, not inconsistent with the laws of the State of Florida, except those roads built and maintained by the County of Broward and State of Florida as set out above.~~

~~No digging, quarrying operations, mining or excavations shall be permitted within one hundred (100) feet of any county or state road right-of-way, unless the Commission shall require that any such digging, quarrying, mining or excavation be refilled or backfilled to the grade existing prior to the digging, quarrying, mining or excavation within six (6) months of the cessation of the digging, quarrying, mining or excavation. Provided, further, that all quarrying operations, mining or excavations commenced after the effective date of this Act shall be in conformity with the then existing county-wide regulations of the Broward County Building and Zoning Department as to set-back requirements.~~

TOWN OF PEMBROKE PARK FLORIDA
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Sec. 21A. – continued…

~~All laws now in force for the government of cities and towns, except insofar as they conflict with the provisions of this Act, shall apply to the said Pembroke Park and the officers thereof.~~

~~No suit or any cause of action of whatsoever kind or nature against Pembroke Park shall be instituted later than six (6) months after date such cause of action shall have accrued.~~

~~No suit or action for the recovery of damage upon any claim or demand, arising either ex contractu or ex delicto shall be instituted against Pembroke Park, unless written notice of the intention to sue by giving a written statement of the particulars of the cause of action and containing a notice of intention to sue, and filing same with the Commission at least thirty (30) days before the suit or action is instituted, and within thirty (30) days of the cause of action.~~

~~The certificate of the Clerk under the seal of Pembroke Park as to the publication or posting of any notice required under or provided for by this Act shall be conclusive evidence as to such publication or posting.~~

~~State law reference(s)—Tort suits are pursuant to F.S. § 768.28.~~

Contact Information

Robert Clark
Public Services Director
(954) 966-4600 ext 212
rclark@tppfl.gov

PEMBROKE PARK CHARTER PROVISIONS RELATING TO FINANCE

Sec. 15. - [Creation of departments.]

For the purpose of systematically handling the government, the Commission shall create the following departments, and one Commissioner shall have charge of each department: Executive Department, in charge thereof to be ex-officio the Mayor; Department of Taxes, the Commissioner in charge thereof to be the Clerk; Department of Finance, the Commissioner in charge thereof to be the Vice-Mayor; Department of Health and Zoning, one of the other Commissioners as is designated by resolution of the Commission; and Department of Public Works and Water, one of the other Commissioners as is designated by resolution of the Commission.

State Law reference— Departments may be abolished by unanimous vote of the governing body, F.S. § 166.031(5).

Sec. 18. - [Officer of treasurer; fiscal matters.]

The Commission shall designate some person as treasurer who shall receive all the public monies of the municipality, and who shall give bond equal to the largest amount thereof that may come into his or her hands at any time, such bond to be approved by the Commission and to be annually renewed and approved. The Clerk may act also as treasurer upon giving the bond required of the treasurer.

All public monies shall be deposited in the name of Pembroke Park, in a bank or banks in Broward County to be designated by the Commission and all public monies shall be disbursed only on check to be signed by the Mayor or in the absence or the disability of the Mayor by the Vice-Mayor and counter-signed by the Clerk Commissioner. Any person performing any duties in which he or she collects, receives or handles any public monies shall give bond to faithfully account for the same.

But all monies derived from the sale of municipal bonds shall be received by the treasurer and kept by him or her on deposit in a special fund in the name of the municipality in a bank in Broward County to be designated by the Commission and shall be disbursed only upon resolution and order of the Commission, upon checks or drafts to be signed by a majority of the Commissioners.

Accurate books of account of all monies received and disbursed in all departments of the municipality shall be kept and audited and approved by the Commission or by an independent auditor and an annual statement thereof shall be published by posting a copy thereof at the City Hall.

Sec. 19. - [Bond requirements.]

The Commission may require that any bond shall be made by a responsible surety company duly authorized to do business in the State of Florida, and may pay the premium thereof from the municipal funds.

PEMBROKE PARK CODE PROVISIONS RELATING TO FINANCE

Chapter 24 - TAXATION AND FINANCE

ARTICLE III. - FINANCE

DIVISION 1. - GENERALLY

DIVISION 2. - FINANCE AND BUDGET DIRECTOR

Sec. 24-71. - Position created.

There is hereby created the office of Finance and Budget Director for the Town.

Sec. 24-72. - Appointment.

The Finance and Budget Director of the Town shall be appointed and designated by the Town Commission by resolution and shall serve office at the pleasure of the Commission.

Sec. 24-73. - Compensation.

(a)The Finance and Budget Director shall be paid such compensation as may be authorized by the Town Commission.(b)The office of Finance and Budget Director may be filled by a member of the Town Commission, and if such office is filled by a member of the Commission, the compensation paid to the Finance and Budget Director shall be in addition to the compensation paid to such individual as a Commissioner.

Sec. 24-74. - Duties, responsibilities.

The duties and responsibilities of the Finance and Budget Director shall be as follows:

(1)To advise the Commission on all matters relating to fiscal affairs of the Town including budgeting and accounting;(2)To assist in the preparation of the annual budget of the Town;(3)To review expenditures to ensure compliance with the current budget of the Town;(4)To recommend amendments and revisions to the annual budget when advisable;(5)To review bookkeeping, accounting and disbursement procedures to ensure compliance with the statutes of the State and the ordinances and resolutions of the Town;(6)To review investment policy to ensure the highest return to the Town on its investments and that such investments are made in accordance with the applicable statutes of the State and the ordinances of the Town;(7)To perform such other duties as may be assigned by the Commission relating to the financial and budgetary matters of the Town.

DIVISION 3. - FEES

Sec. 24-86. - Levy and amount of dishonored check fee.

There is hereby imposed and levied upon each business entity or individual that issues a check, draft or other order for the payment of money to the Town or any official of the Town that is dishonored when presented for payment a service fee in an amount to be determined by the Town Commission by Resolution.

Sec. 24-87. - Same—When due.

The dishonored check service fee shall be due and payable immediately upon a check, draft or other order for the payment of money being dishonored.

Sec. 24-88. - Same—Deposit into general fund.

The dishonored check service fee shall be paid to the Town and deposited in the general fund of the Town.

Sec. 24-89. - Same—Payment prerequisite to issuance of Town permits, licenses, etc.

No permit, license or other authorization to do business in the Town shall be issued to any person who fails to pay the dishonored check service fee when same shall be due to the Town.

Sec. 24-90. - Late charges and penalties.

(a)All fees, taxes, charges and receivables due for payment to the Town shall be paid in full within thirty (30) days of the date of the invoice for said fee, tax, charge or receivable due unless otherwise provided for by the Pembroke Park Code of Ordinances or separate written agreement with the Town.(b)Any fees, taxes, charges or receivables due not paid in full within thirty (30) days from the date of the invoice for said fee, tax, charge or receivable shall be subject to such late fees and penalties as established by resolution of the Town Commission.

DIVISION 4. - DEPOSIT AND DISBURSEMENT OF PUBLIC FUNDS

Sec. 24-101. - Authorized depositories.

All municipal funds, sometimes referred to as public monies, shall be deposited in the name of the Town in any depository or fund authorized by the statutes of the State to be used by municipalities for the deposit or investment of municipal funds and public monies.

Sec. 24-102. - Disbursement by check only; authorizations to sign checks, transfer funds.

(a)All municipal funds and public monies shall only be disbursed by check, which check shall be signed by the Mayor or Vice-Mayor, and countersigned by the Clerk-Commissioner or acting Clerk-Commissioner.(b)The Clerk-Commissioner shall be authorized to transfer funds from one authorized depository or fund to another authorized depository or fund in the process of investment or reinvestment of municipal funds or public monies, which transfer may be by wire transfer where applicable.

Sec. 24-103. - Investment of surplus funds.

(a)The Finance and Budget Director of the Town of Pembroke Park be and he/she is hereby designated as the Chief Fiscal Officer of the Town and responsible subject only to the provisions of this section and the direction and approval of the Town Commission of the Town of Pembroke Park, for the investment and reinvestment of municipal funds which are deemed "surplus funds."

(b)For the purposes of this section, the term "surplus funds" is defined as funds in any general or special account or fund of the municipality, held or controlled by the governing body of the municipality, which funds are not reasonably contemplated to be needed for the purposes intended within a reasonable time from the date of such investment.

(c)For the purposes of this section and the policies herein contained, "surplus funds" shall apply to all funds including, without limitation, the Sewer Enterprise Fund, the Sewer and Wastewater Capital Improvement Account, the Park Acquisition Fund, the General Fund and the Fire Capital Improvement Trust Fund, and any other fund as may be designated by the Town Commission from time to time.

(d)"Surplus funds" shall be invested in accordance with the provisions of Section 218.415, Florida Statutes, as amended, follows:(1)The Local Government Surplus Funds Trust Fund, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act, as provided in F.S. § 163.01, as amended.(2)Securities and Exchange Commission registered money market funds with the highest credit quality from a nationally recognized rating agency.(3)Interest-bearing time deposits or savings accounts in qualified public depositories, as defined in F.S. § 280.02, as amended.(4)Direct obligations of the U.S. Treasury.

(e)No "surplus funds" shall be invested for a period in excess of one (1) year, without the prior authorization of the Town Commission.

(f)Certificates of deposit shall be purchased only from institutions which are designated as a qualified public depository by the Treasurer of the State of Florida, and are located in Broward County, Florida.

(g)The Finance and Budget Director shall submit a written report of his/her activities to the Town Commission at each regular monthly meeting of the Commission, which report shall include the status of all investments of municipal funds.

(h)All investments shall be made in the name of the Town of Pembroke Park, and all securities are to be held in a safe deposit box in the name of the Town of Pembroke Park.

(i)Before the purchase of any investments, a competitive bid process shall be conducted. If a specific maturity date is required, either for cash flow purposes or for conformance to an investment schedule, bids shall be requested which meet the maturity requirements.

(j)Bids for certificates of deposit shall be solicited from banks or institutions designated by the Town Commission as depositories of the Town.

(k)Original issues of U.S. Treasury securities are to be purchased directly from the Federal Reserve Bank."

FORT LAUDERDALE CHARTER
PROVISIONS RELATING TO FINANCE

ARTICLE IX. - ANNUAL BUDGET AND LEVY

Sec. 9.01. - Fiscal year.

The fiscal year of the city shall begin on the first day of October and shall end on the last day of September in each calendar year. Such fiscal year shall also constitute the budget and accounting year, and as used in the charter, the term "budget year" shall mean the fiscal year for which any particular budget is adopted and in which it is administered.

Sec. 9.02. - City manager's budget message and recommendations.

The city manager shall during the month of July in each year, submit to the city commission his or her budget message, estimates and recommendations, together with a proposed budget for the fiscal year beginning October 1 thereafter. The budget message submitted by the city manager shall be explanatory of the budget. The budget message shall contain an outline of the proposed financial policies of the city for the budget year, and shall describe in connection therewith the important features of the proposed budget. It shall set forth the reasons for salient changes from the previous year in cost and revenue items and shall explain any major changes in financial policy. In such budget message he or she shall estimate receipts and disbursements for the remainder of the current fiscal year, based on information obtained from the various departments. He or she shall also make an estimate of the expenditures and revenues of the city for the ensuing year; such estimate to be compiled from detailed information, and its arrangement and classification of expenditures shall be as nearly uniform as possible for the main functional divisions and departments of the city. Schedules attached to such budget message shall show in parallel columns the following information:

(a) The amount of moneys which he or she estimates will be on hand on October 1, specifying the fund or appropriation to which such moneys are credited or appropriated.

(b) The budgeted amount for each department and fund of the city in the current budget, and the estimated surplus or deficit of each, estimated to the end of the current fiscal year.

(c) Suggested appropriations and expenditures for corresponding items for the preceding fiscal year.

(d) Detailed estimates of proposed expenditures for each department and fund, including all contemplated expenditures in connection with all utilities, facilities or enterprises operated by the city for the ensuing year; showing the increase or decrease of proposed appropriations for the ensuing year, as compared with expenditures for the current fiscal year and for the previous fiscal year.

(e) Detailed estimates of anticipated income to be derived from all sources other than ad valorem tax levy.

(f) Estimated amount necessary to be raised by ad valorem taxation.

(g) Supporting schedules showing special pledges or revenue to special funds or appropriations.

The estimates so given, constituting the recommendation of the city manager as to the amounts necessary to be appropriated for the ensuing fiscal year, shall be supported with information giving the reasons therefor in such detail as may be necessary to afford the city commission a comprehensive understanding of the needs and requirements of the various divisions of the city government for the ensuing period. Sufficient copies of such budget message and estimate of the city manager shall be prepared so that each city commissioner may be furnished with a copy, and additional copies shall be available, in the office of city clerk, for inspection by the public.

Sec. 9.03. - Adoption of budget and millage rates.

The preparation and adoption of tentative and final budgets and millage rates shall be accomplished in accordance with general law.

Sec. 9.04. - Transfer of funds during current year.

The city commission, by motion duly recorded in its minutes, shall have authority to transfer appropriated budgeted amounts from one (1) department, fund or project to another municipal department, fund or project, under the following conditions and limitations:

(a) There shall be no transfer of specially pledged funds until the purpose for which pledged has been fulfilled or abandoned.

(b) Whenever it is apparent that the full amount of any appropriation made to any office, department or project is not needed or necessary for the purpose for which appropriated during the current year, the surplus amount may be appropriated to other projects, offices or departments.

(c) Any accruing revenue or surplus funds not appropriated in the budget or specifically pledged to a definite purpose or fund, may be placed in a contingency account and may be used for any municipal purpose which will not conflict with the use or purpose for which such revenue is applicable.

Sec. 9.05. - Unencumbered balance at end of fiscal year.

At the close of the fiscal year, the unencumbered balance of each appropriation shall be reappropriated by the commission in the next annual budget, except that specially pledged funds shall remain intact, and moneys on hand in such specially pledged funds shall be carried over into the new budget for the ensuing year, to the credit of such funds.

FORT LAUDERDALE CODE
PROVISIONS RELATING TO FINANCE

ARTICLE V. - FINANCE

DIVISION 1. - GENERALLY

Sec. 2-146. - Department established; composition; duties; limitations.

(a)The finance department is hereby established as an administrative department of the city, under the supervision of the director of finance whose duties are prescribed in section 4.01 of the charter. The department shall have general supervision of the divisions placed under it and such other activities and duties as may be assigned by the city commission pursuant to section 5.01 of the charter.(b)The finance department shall have the following duties and powers:(1)To maintain a general accounting system for the city government and each of its departments, offices or agencies, to keep books for and exercise financial budgetary control over each office, department or agency of the city.(2)To keep an accurate account of all moneys collected from taxes, assessments, departmental revenues and other sources, and of all receipts and disbursements of the city.(3)To perform any and all duties of any auditing, bookkeeping, reporting or statistical nature required by the city manager or the city commission.

Sec. 2-147. - Department head, duties.

(a)There shall be a director of finance who shall be head of the finance department.(b)The director of finance, either personally or through employees in the finance department, shall perform the following duties and exercise the following powers:(1)Refuse to issue any check for the payment of any account or claim by the city, until such account or claim shall have been approved by the head of the department for which the indebtedness was incurred or by the purchasing agent or by the city manager, and any officer or surety upon his bond shall be liable to the city for all loss and damage sustained by the city by reason of corrupt or improper approval of any such claim or account.(2)Keep proper records and accounts of all moneys received by the city from all sources and specific accounts to show the date and amount of money received from each department, division or collecting agency collecting money for the city, as well as moneys received from the state or other source of revenue.(3)Keep separate accounts by fund of all revenues, appropriations and expenditures.(4)Keep regular records and accounts of all assets and liabilities of the city, which shall at all times show the financial condition of the city.(5)Submit to the city manager, with due diligence, periodic comprehensive financial reports in the nature of special audits in order to keep the city commission and the city manager fully advised as to the financial condition of the city.(6)Inquire into and inform himself as to the legality of each claim or account to be paid by the city, the reasonableness of the prices charged or claimed for materials, supplies or labor and the facts as to the delivery thereof to or for use of the city, and if doubt exists, he shall have the right to call in any officer, employee or department head and interrogate him under oath about such claim, account or item of indebtedness and whether such claim or indebtedness should be paid by the city. In case of reasonable doubt, he should refuse to pay the same until payment has been approved by the city commission.(7)Keep a list of outstanding city bonds and revenue certificates, to whom issued, for what purpose, when and where payable, the rate of interest such obligations bear; act as the registrar of bonds as to principal or as to principal and interest; and recommend such action from time to time to the city commission, through the city manager, as will ensure punctual payment of principal and interest of such bonds, and refunding of same from time to time.(8)Remit and transmit to the proper depository or payee bank all sums of money falling due from time to time as principal and interest on obligations of the city; and in connection therewith see that all necessary moneys are properly budgeted, allocated and appropriated for the payment of principal and interest upon the city's indebtedness as same becomes due from time to time.(9)Audit the accounts of the several departments, officers and employees of the city, and make reports thereof to the city manager. He shall at all times have access to any books or records of any department upon which entries are required to be made relating to the receipt or expenditure of public moneys.(10)Maintain a general accounting system for the city government and each of its departments, offices and agencies; keep books for and exercise financial budgetary control over each office, department or agency of the city; adopt, prescribe and require the use of a uniform system of books and accounts by all city departments, officers and employees charged with the receipt and disbursement of any moneys or funds of the city or who may be authorized to purchase materials or supplies or employ labor for the city; prescribe the form of voucher or receipt to be used and the type of report to be made, and such other information or schedules as he may deem necessary.(11)Audit the accounts of any officer or department head handling public funds upon the death, resignation, removal or expiration of term of office of such officer or department head. If such officer shall be found to be indebted to the city, to give notice at once through the city manager to the city commission.(12)See that all public deposited moneys are utilized to the best advantage, and where same is permitted, see that such public moneys are invested at interest in approved type of securities or upon time deposit bearing interest. All moneys collected as interest upon invested funds shall be credited to the fund from which the investment or deposit is made, and all bonds or securities purchased with public funds shall be held in trust for the particular fund from which moneys were withdrawn to make such purchase.(13)Aid and assist the city manager by furnishing statistical information to be used in the preparation of the city manager's report and suggested budget, if requested by the city manager to do so.(14)After the close of each fiscal year, prepare an annual financial report of all funds relating to the operation of the city, which report shall contain the opinion of the city's independent certified public accountant and shall constitute the report as referred to in section 10.02 of the charter.(15)Cooperate with the independent auditors retained by the city to make an independent audit of the city's financial records.(16)Direct the activities of all divisions, employees, bureaus or officials placed under the finance department, but with the city manager having authority to maintain functional responsibility directly with the budgeting and auditing personnel who shall report their independent findings directly to the city manager with copies to the finance director.

Sec. 2-148. - City depositories.

City funds may be deposited in state banks, national banks and savings and loan associations which are under state supervision and in the accounts of federal savings associations organized under the laws of the United States. The city commission may establish rules and regulations regulating the deposits, withdrawals of funds, security to be posted or provided by the depository, and other safeguards for the deposited moneys of the city; providing that same shall not be inconsistent with the provisions of this division. Whenever a deposit of the city funds is made in a bank or savings association, the proper city officials shall assure that there is approved collateral or its equivalent pledged to secure the deposit in accordance with state law.

Sec. 2-149. - Deposit of fees and moneys collected.

All fees and moneys collected and received by officers and employees shall forthwith be turned over to the finance director for deposit in the depositories as provided in this division.

Sec. 2-150. - Fees for services of city for furnishing information regarding unpaid utility bills and special assessments.

A fee of one hundred twenty-five dollars ($125.00) shall be paid to the city by any person requesting a written certification concerning unpaid special assessments, utility bills, code enforcement actions, or any revenues due, with regard to any property or real estate served by the city, to be completed by the utility billing and collections division of the finance department ("division") by its close of business on the business day following its receipt of the request, and a fee of seventy-five dollars ($75.00) shall be paid to the city by any person requesting such certification to be completed by the division by its close of business three (3) business days following its receipt of the request. Such fee shall be paid in advance by the person requesting such information and a separate fee shall be paid for each individual parcel of property or real estate for which inquiry is made. The city does not warrant or guarantee the accuracy of any such information furnished until final billing and audit. The city commission may review and revise the amount of such fee as often as it deems advisable.

Sec. 2-151. - Settlement of claims.

(a)Definitions.(1)Claim means any and all claims, demands, lawsuits, appeals, administrative proceedings, grievances, or arbitrations, of any nature, brought or asserted by or against the city, in which the city is a claimant, petitioner, plaintiff, defendant, respondent, appellant, appellee, creditor, a party making a demand, or a party against which a demand is made.(2)Settle means to settle, adjust, or otherwise compromise claims, and to execute any and all settlement agreements, releases, waivers, satisfactions, and any other documents necessary to effectuate the settlement, adjustment, or other compromise of claims.(3)City manager means the city manager or the city manager's designee.(4)City attorney means the city attorney or the city attorney's designee.(b)The risk manager is authorized to settle any claim for an amount that does not exceed ten thousand dollars ($10,000.00).(c)The city manager and the city attorney jointly are authorized to settle any claim for an amount that does not exceed fifty thousand dollars ($50,000.00).(d)Risk management committee.(1)There is hereby created a risk management committee pursuant to the city's risk management program as provided in F.S. § 768.28, composed of the city manager, the risk manager, and one (1) member appointed by the city commission from among the mayor and city commissioners each year at the city commission's first regular meeting in January or at a regular meeting as soon thereafter as possible.(2)The member appointed by the city commission from among the mayor and city commissioners shall serve as the chair of the risk management committee, and the city manager shall serve as vice chair of the risk management committee.(3)The risk manager shall be the secretary of the risk management committee, and in such capacity shall coordinate the meetings of the risk management committee and take minutes of its meetings.(4)The city attorney shall be an advisor to the risk management committee.(5)The risk management committee is authorized to settle any claim for an amount that does not exceed one hundred thousand dollars ($100,000.00).(6)The city manager or the city attorney is authorized to execute any and all settlement agreements, releases, waivers, satisfactions, and any other documents necessary to effectuate the settlement, adjustment, or other compromise of claims authorized by a majority vote of the risk management committee.(e)The settlement of any claim for an amount that exceeds one hundred thousand dollars ($100,000.00) shall be presented to the city commission.(f)This section does not authorize the settlement of any tort claim for an amount that would exceed the per incident or occurrence limitation set forth in F.S. § 768.28 (2016), as may be amended or revised.(g)Forfeiture proceedings under the Florida Contraband Forfeiture Act may be settled, adjusted and otherwise compromised without the approval of the city commission following the police chief's, or if the police chief is unavailable and a delay would adversely affect the settlement, the acting police chief's, personal approval when in the judgment of the city attorney and the city manager, jointly, such would be in the best interest of the city to do so.(h)Foreclosure proceedings brought against or on behalf of the city may be settled, adjusted and otherwise compromised without the approval of the city commission when in the judgment of the city manager and the city attorney, jointly, such would be in the best interests of the city to do so, except that the city's administrative costs, including, but not limited to, inspection costs, postage fees, recording fees, advertising costs, and any and all costs of enforcement or any repair costs or costs to secure any structure, incurred by the city, may not be adjusted or otherwise compromised, without authorization of the city commission.(i)The city manager is authorized to opt-in or opt-out of class action cases in which the city is invited to participate as a party or is included as a party. The city manager is authorized to submit proofs of claim in class action cases in which the city is invited to participate. The city manager is authorized to decline submitting proofs of claim in class action cases in which the city is invited to participate when, in the city manager's opinion, the cost of preparing the proof of claim would exceed the potential benefit to the city.(j)The city manager is authorized to decline submitting proofs of claim in bankruptcy proceedings of which the city has notice when, in the city manager's opinion, the cost of preparing a proof of claim would exceed the potential benefit to the city.(k)The city manager and the city attorney each are authorized to execute settlement agreements, releases, waivers, satisfactions, and any other documents necessary to settle claims.(l)The city manager shall provide to the city commission a monthly report of all claims, except those presented to the city commission pursuant to subsection (e) that have been settled pursuant to this section.

Sec. 2-152. - Hold harmless, indemnification agreements.

(a)The city commission may authorize, by resolution, the execution of contracts with the United States of America containing "hold harmless" or "indemnification" clauses wherein the city agrees to hold harmless or indemnify the United States of America, its departments or agencies, in conjunction with any project, joint undertaking, grant, or other matter affecting the city. Any previous contracts containing such clauses entered into by and between the city and the United States of America for such purposes are hereby ratified and affirmed.(b)The city commission may authorize, by resolution, the execution of contracts with the state or any political subdivision, department or agency thereof, and with other municipalities within the state, containing "hold harmless" or "indemnification" clauses wherein the city agrees to hold harmless or indemnify the state or any political subdivision, department or agency thereof, or any other municipality within the state, in conjunction with any project, joint undertaking, grant, or other matter affecting the city. Any previous contracts containing such clauses entered into by and between the city and the state or any political subdivision, department or agency thereof, or with any other municipality within the state for such purposes are hereby ratified and affirmed.(c)The city is authorized to enter into indemnification agreements as follows:(1)The city manager may approve and enter into indemnification agreements when:a.The indemnification provision appears in agreements for vehicle and equipment rentals;b.Where commission approval of the main agreement is not required; orc.The indemnification is requested by a property owner whose property is being used by the city for a city program, event or function.(2)All other indemnification agreements must be authorized by the city commission.

Sec. 2-153. - Reserved.

Sec. 2-154. - Identical bids.

It shall be unlawful for any person to agree, conspire, or combine, in any manner with any other person, to submit identical bids to the city in response to any published invitation for bids.

Sec. 2-155. - Improvements authorized.

The city commission shall have power and authority to cause local improvements to be constructed, wholly or in part, at the cost of the property owners benefited thereby, by levying and collecting special assessments, for the following improvements:

(1)Clearing and cleaning real property of weeds, undergrowth, rubbish, debris, brush, and unsightly and insanitary matters, and to fill insanitary excavations and depressions; removing and repairing dilapidated and unsightly buildings which constitute a nuisance or a menace to the health or safety of the inhabitants of the city.(2)Cleaning derelict homes and repairing seawalls. The city shall have a lien for the cost of the cleaning done in yards or derelict houses when necessary to maintain sanitary conditions, and for repairs to the exterior of derelict houses or other structures when done to maintain sanitary conditions, or for safety reasons.

Sec. 2-156. - General special assessment revolving fund.

There is hereby created a "General Special Assessment Revolving Fund" out of which may be paid the cost of any proposed improvements where special assessments are levied or are to be levied to pay all or any portion of the cost of such improvements.

Sec. 2-157. - Application and fee for processing of agreements with city.

(a)Any agreement with the city and other parties, such as, but not limited to, encroachment, special water, off-street parking, and sanitary sewer agreements, shall be preceded by the execution and filing of an application therefor with the appropriate city department.(b)The application for an agreement shall show the name of the applicant (if a corporation, the names of president and secretary, as well as the name of the corporation and state of incorporation), address of applicant, type of agreement and reason therefor, proof of ownership where applicable, and street address and legal description of premises affected.(c)Whenever publication in a newspaper is required in connection with any agreement or application covered in this section, the applicant shall be required to pay for the costs thereof in addition to the application fee.

Sec. 2-158. - Investment of public funds.

Any public funds of city on deposit in any of its depositories, and not presently needed for public purposes, may be invested in any of the following investment vehicles:

(1)United States bonds and obligations.(2)Bonds and obligations of agencies and instrumentalities of the United States.(3)Obligations of states, counties, municipalities, school districts or other political subdivisions which has received an equivalent rating of "AA" for long-term debt or "MIG-2" for short term debt by at least two (2) nationally recognized rating agencies.(4)Certificates of deposit.(5)Banker's acceptance drafts eligible for purchase by the Federal Reserve System having an equivalent rating of "P-1" or above by at least two (2) nationally recognized rating agencies.(6)Repurchase agreements of securities.(7)Commercial paper, which for purposes of this section shall be defined as that commercial paper (or that of its backer with a letter of credit) which has received an equivalent rating of "A-1" or better by at least two (2) nationally recognized rating agencies.(8)GICs (guaranteed investment contracts), otherwise known as investment agreements or contracts.(9)SLGS (U.S. treasury, state and local government securities), offered by the United States Treasury through the subscription process in three (3) forms, fixed-rate and term, variable-rate demand, and zero coupon.(10)Money market mutual funds operating in accordance with 17 C.F.R. § 270.2a-7.(11)Time or savings deposits bearing interest.(12)City of Fort Lauderdale obligations or revenue bonds or excise bonds or other legally allowed debt obligations of the city. Such purchases shall not be deemed a redemption or satisfaction of such bond or obligation, and the obligation or bond so purchased shall constitute an asset of the fund from which the moneys were secured to make the purchase, and may be sold at any time for cash at current market value.(13)Florida State Board of Administration Local Government Surplus Funds Trust Fund.(14)Intergovernmental investment pools authorized pursuant to the Florida Interlocal Cooperation Act as provided in Section 163.01, Florida Statutes.(15)Corporate notes which have received an equivalent rating of "AA" or better by at least two (2) nationally recognized rating agencies.(16)Other investments as specifically approved by the city commission.

The city, through its designated financial officer and in accordance with its approved investment policy, shall determine what portion of such public funds shall be so invested, and the length of time invested.

Sec. 2-159. - Investment advisory board.

(a)Establishment. The investment advisory board is hereby established to maximize investment income earnings on temporarily idle cash in the city treasury, consistent with state and federal law and city investment policies. The activities of the investment advisory board shall be advisory only. The board shall recommend no action that is inconsistent with state law or the City Charter or Code of Ordinances, nor shall it abridge any investment management authority or responsibility assigned to the director of finance or any trustee by virtue of state law, City Charter, Code of Ordinance, or trust agreement.(b)Purpose. The purpose of the investment advisory board is to review the city's investment policies and analyze financial market conditions to ensure that the city continually obtains the best returns on its investments.(c)Composition. The investment advisory board shall consist of three (3) members:(1)The city treasurer or other investment officer designated by the city manager. The city treasurer or other investment officer designated by the city manager shall act as the chairperson;(2)Two (2) investment community professionals, who are qualified to advise on the investment of idle cash by virtue of education and professional experience, who shall be designated by the city manager and who shall serve on the investment advisory board without compensation.(d)Powers and duties. The investment advisory board shall serve as an advisory board to the city's finance department on investment matters in a manner consistent with the city's investment policies. In compliance with the city's investment policies and state law, the investment advisory board shall recommend investments to protect capital, provide adequate liquidity, and maximize yield on all funds invested. The powers and duties of the investment advisory board shall be:(1)To advise the city's finance department on investment management options to maximize investment earnings on temporarily idle operating cash that are consistent with liquidity needs, state and federal law, and city investment policies.(2)To advise the city's finance department on investment management options to maximize investment earnings on trust and internal service funds, consistent with liquidity needs, state and federal law, and any related trust agreements.(3)To assist the city's finance department in monitoring the city's compliance with state law and city investment policies.(4)To recommend changes in the city's investment policies, when the investment advisory board determines that such changes are appropriate in order to meet the city's investment management safety, liquidity and return objectives.(e)Meetings. The investment advisory board shall meet at least quarterly or by request of the city manager.