

ORDINANCE NO. 2023-009

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WILTON MANORS, FLORIDA, AMENDING CHAPTER 2 OF THE CITY CODE, ENTITLED "ADMINISTRATION," DIVISION 3 "COMMUNITY AFFAIRS ADVISORY BOARD," SECTION 2-32 "OBJECTIVES AND PURPOSE; ANNUAL PLAN;" AMENDING DIVISION 4 "LIBRARY ADVISORY BOARD," SECTION 2-36 "CREATION, QUALIFICATIONS OF MEMBERS, TERM OF OFFICE;" AMENDING DIVISION 5 "RECREATION ADVISORY BOARD," SECTION 2-42 "ESTABLISHMENT; MEMBERSHIP;" AMENDING DIVISION 6 "CHARTER REVIEW ADVISORY BOARD," SECTION 2-49 "POWERS AND DUTIES OF THE CHARTER REVIEW BOARD;" AND AMENDING DIVISION 7 "FINANCIAL ADVISORY BOARD," SECTION 2-51.2 "PURPOSE AND FUNCTION OF THE FINANCIAL ADVISORY BOARD;" PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of Wilton Manors has requested revisions to the Code of Ordinances as provided for herein; and

WHEREAS, the City Commission of the City of Wilton Manors, Florida deems it to be in the best interests of the citizens and residents of the City to amend the Code of Ordinances as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF WILTON MANORS, FLORIDA:

**Section 1:** The foregoing "WHEREAS" clauses are hereby ratified as being true and correct and are hereby made a specific part of this Ordinance upon adoption hereof.

**Section 2:** Chapter 2, Division 3 "Community Affairs Advisory Board" of the City Code of the City of Wilton Manors, shall be amended as follows:

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1 DIVISION 3. - COMMUNITY AFFAIRS ADVISORY BOARD

2 Sec. 2-26. - Established.

3 There is hereby established a Community Affairs Advisory Board which shall serve in an  
4 advisory capacity to the City Commission.

5 Sec. 2-27. - Composition.

6 The Community Affairs Advisory Board shall be composed of seven (7) members.

7 Sec. 2-28. - Appointment, qualifications of members.

8 All members of the Community Affairs Advisory Board shall be appointed by the City  
9 Commission and shall serve without compensation. All members of the Board shall be  
10 residents in the City for at least 6 months prior to submission of an application for  
11 appointment to the Board. No voting member of the Board may be an employee of the City,  
12 nor may any elected official of the City be a voting member of the Board.

13 Sec. 2-29. - Members—Terms of office; vacancies; removal from office.

14 (a) The term of office of the members of the Community Affairs Advisory Board shall  
15 be two (2) years. Prior to September, 1998, the City Commission shall appoint four  
16 (4) members for a one- year term and three (3) members for a two-year term.

17 Subsequent to those appointments, the term of office will be two (2) years.

18 (b) Appointments to fill any vacancy on the Community Affairs Advisory Board shall  
19 be for the unexpired term of office.

20 (c) The members of the Community Affairs Advisory Board shall serve at the pleasure  
21 of the City Commission and may be removed at any time by a majority vote of the  
22 City Commission according to procedures for removal of Board members, as set  
23 forth in this Code.

24 Any member of the Community Affairs Advisory Board who is not present at a meeting  
25 shall be required to have recorded in the minutes of the next meeting the reason for absence.  
26 Any member whose absences are unexcused for at least twenty-five (25) percent of the  
27 meetings during a calendar year or for three (3) consecutive meetings, whichever occurs first,  
28 does thereby automatically resign the member's position on the Board and the member's seat

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1 shall be filled by appointment of the City Commission. After providing advance notification,  
2 the absence of any member shall be deemed excused under the following circumstances:

- 3 (1) When the member is performing an authorized alternative activity relating to  
4 outside Board business that directly conflicts with the meeting;
- 5 (2) The death of a member's immediate family member, defined as a spouse,  
6 father, mother, brother, sister, stepparent, one who has stood in the place of a  
7 parent (in loco parentis), child, or stepchild of a member;
- 8 (3) The death of a member's domestic partner, or domestic partner's father, mother,  
9 brother, sister, stepparent, one who has stood in the place of a parent (in loco  
10 parentis) of a domestic partner, child, or stepchild of a domestic partner;
- 11 (4) The member's hospitalization or other type of illness that might be contagious;
- 12 (5) When the member is summoned to jury duty;
- 13 (6) When the member is issued a subpoena by a court of competent jurisdiction;
- 14 (7) When the member is observing a religious holiday; or
- 15 (8) During the 12-week period after the birth of a member's child or after  
16 placement of a child with a member for adoption or foster care or that of a  
17 member's domestic partner.

18 Sec. 2-31. - Officers; quorum.

- 19 (a) The Community Affairs Advisory Board officers shall consist of a Chairperson, a  
20 vice-chairperson and such other officers as the Board deems necessary. Officers of  
21 the Board shall be elected by a majority vote of the membership of the Board at its  
22 first meeting after the members' initial appointments and annually thereafter.
- 23 (b) The presence of four (4) or more members shall constitute a quorum of the  
24 Community Affairs Advisory Board.

25 Sec. 2-32. - Objectives and purpose; annual plan.

- 26 (a) Carry out directives issued by the City Commission and make a recommendation to  
27 the City Commission for approval.

- 1           (a) (b) The purpose of the Community Affairs Advisory Board shall be to provide a  
2           vehicle to maintain a high quality of life through greater citizen participation by  
3           providing a conduit for cooperation and communication between the City  
4           Commission and community. The Board shall make recommendations as needed  
5           and shall present to the City Commission an annual plan of ideas for community  
6           improvement and civic projects.
- 7           ~~(b)~~ (c) The annual plan shall include goals and guidelines and shall deal directly with  
8           the objectives of the Community Affairs Advisory Board, which are to:
- 9           (1) Recommend programs to promote and encourage active participation of  
10           citizens to develop a more viable community. Programs should recognize the  
11           efforts of residents and businesses for community spirit, beautification,  
12           volunteerism, and other worthwhile contributions to the City (Examples:  
13           Holiday light decorating contest, neighborhood improvement program, small  
14           business assistance program, and community beautification recognition  
15           program);
- 16           (2) Encourage developers, property owners and business owners to accept basic  
17           responsibilities for preserving, enhancing and promoting the beauty of public  
18           and private properties;
- 19           (3) Disseminate information and educational materials and reports which assist the  
20           City in supporting issues of community concern;
- 21           (4) Encourage the coordination of civic events between City administration and  
22           community service organizations in order to promote community relations and  
23           civic pride; and
- 24           (5) Promote the welfare of the community and provide recommendations for good  
25           public relations in order to declare and publicize the benefits of living and  
26           doing business in the City.

(6) Coordinate all proposals with other impacted departments such as Leisure Services, Community Development Services, Utilities, and Finance prior to proposing to the City Commission.

Sec. 2-33. - Annual cost estimates.

The Community Affairs Advisory Board shall annually prepare and present to the City Manager an estimate of any necessary funds required to carry on the work of the Board. The City Manager shall review the proposed budget as submitted by the Community Affairs Advisory Board and shall make the recommendation for the funding. Funding for the Community Affairs Advisory Board shall not be guaranteed each fiscal year. The Community Affairs Advisory Board budget shall be under the City Manager's control.

When requested by the Community Affairs Advisory Board, the City Manager, through the several departments of the City, shall provide such assistance and cooperation as may be necessary to assist the Board in carrying out its objectives and purpose, whenever possible.

**Section 3:** Chapter 2, Division 4 "Library Advisory Board" of the City Code of the City of Wilton Manors, shall be amended as follows:

#### DIVISION 4. - LIBRARY ADVISORY BOARD

Sec. 2-35. - Library established.

There is hereby created and established a public library for the City which shall be known as the Richard C. Sullivan Public Library of Wilton Manors.

Sec. 2-36. - Creation, qualification of members, term of office.

There is hereby created a Library Advisory Board to consist of seven (7) members and ~~one~~two (12) alternate members, each to be appointed by the City Commission who shall serve without pay. Effective October 1, 2024, the Library Advisory Board shall consist of five (5) members and no alternate members. All members of the Board shall be residents in the City for at least six (6) months prior to submission of an application for appointment to the Board. The term of office for each member shall be three (3) years or until a successor is appointed

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1 and qualified. Terms of office shall be staggered and new appointments start October first of  
2 each year.

3 Sec. 2-37. - Absence from meetings.

4 Any member of the Library Advisory Board who is not present at a meeting shall be  
5 required to have recorded in the minutes of the next meeting the reason for absence. Any  
6 member whose absences are unexcused for at least twenty-five (25) percent of the meetings  
7 during a calendar year or for three (3) consecutive meetings, whichever occurs first, does  
8 thereby automatically resign the member's position on the Board and the member's seat shall  
9 be filled by appointment of the City Commission. After providing advance notification, the  
10 absence of any member shall be deemed excused under the following circumstances:

- 11 (1) When the member is performing an authorized alternative activity relating to  
12 outside Board business that directly conflicts with the meeting;
- 13 (2) The death of a member's immediate family member, defined as a spouse,  
14 father, mother, brother, sister, stepparent, one who has stood in the place of a  
15 parent (in loco parentis), child, or stepchild of a member;
- 16 (3) The death of a member's domestic partner, or domestic partner's father, mother,  
17 brother, sister, stepparent, one who has stood in the place of a parent (in loco  
18 parentis) of a domestic partner, child, or stepchild of a domestic partner;
- 19 (4) The member's hospitalization or other type of illness that might be contagious;
- 20 (5) When the member is summoned to jury duty;
- 21 (6) When the member is issued a subpoena by a court of competent jurisdiction;
- 22 (7) When the member is observing a religious holiday; or
- 23 (8) During the 12-week period after the birth of a member's child or after  
24 placement of a child with a member for adoption or foster care or that of a  
25 member's domestic partner.

26 Sec. 2-38. - Limitation on membership.

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1 No person shall be appointed to the Library Advisory Board who holds an elective office  
2 in the County.

3 The City Librarian shall be an ex officio member of the Board with a voice and no vote.

4 Sec. 2-39. - Organization.

5 The Library Advisory Board shall meet every October and from its members select a  
6 Chairman and such other officers as the members see fit. The Library Advisory Board shall  
7 establish rules and regulations for the conduct of meetings.

8 Sec. 2-40. - Purpose.

9 (a) The Library Advisory Board shall recommend to the City Commission rules,  
10 regulations and policies to govern the maintenance and operation of the City  
11 library.

12 (b) The Library Advisory Board shall submit to the City Commission such reports as  
13 may be required from time to time.

14 (c) The Library Advisory Board shall solicit and receive any gifts or bequests of  
15 money or other property, books or any donations to be applied to or for library  
16 purposes.

17 Sec. 2-41. - Limitation of powers.

18 Nothing in this Division shall be construed as authorizing and empowering the Library  
19 Advisory Board to impose any liabilities of any nature, financial or otherwise, upon the City  
20 and the powers of the Board are limited to advisory only.

21 **Section 4:** Chapter 2, Division 5 "Recreation Advisory Board" of the City Code of  
22 the City of Wilton Manors, shall be amended as follows:

23 DIVISION 5. - PARKS AND RECREATION ADVISORY BOARD

24 Sec. 2-42. - Establishment; membership.

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1        There is hereby created and established a Parks and Recreation Advisory Board which  
2 shall consist of seven (7) members. Appointments shall be made by resolution of the City  
3 Commission as each term ends, such appointments to be for terms of two (2) years. If a  
4 vacancy occurs, the City Commission shall by resolution appoint a replacement to fill the  
5 vacancy for the balance of the term. The Board members shall serve without  
6 compensation. All members of the Board shall be residents in the City for at least six (6)  
7 months prior to submission of an application for appointment to the Board. The Mayor  
8 and the Leisure Services Director shall be ex officio members of the Board but without the  
9 power to vote.

10 Sec. 2-43. - Organization; officers.

11        The Parks and Recreation Advisory Board shall have the power to organize itself and to  
12 appoint a Chairman, Vice Chairman and secretary, or any such officers as the Board deem  
13 advisable to properly perform its duties.

14 Sec. 2-44. - Absence from meetings.

15        Any member of the Parks and Recreation Advisory Board who is not present at a meeting  
16 shall be required to have recorded in the minutes of the next meeting the reason for absence.  
17 Any member whose absences are unexcused for at least twenty-five (25) percent of the  
18 meetings during a calendar year or for three (3) consecutive meetings, whichever occurs first,  
19 does thereby automatically resign the member's position on the Board and the member's seat  
20 shall be filled by appointment of the City Commission. After providing advance notification,  
21 the absence of any member shall be deemed excused under the following circumstances:

- 22            (1) When the member is performing an authorized alternative activity relating  
23            to outside Board business that directly conflicts with the meeting;
- 24            (2) The death of a member's immediate family member, defined as a spouse,  
25            father, mother, brother, sister, stepparent, one who has stood in the place of a  
26            parent (in loco parentis), child, or stepchild of a member;

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- (3) The death of a member's domestic partner, or domestic partner's father, mother, brother, sister, stepparent, one who has stood in the place of a parent (in loco parentis) of a domestic partner, child, or stepchild of a domestic partner;
- (4) The member's hospitalization or other type of illness that might be contagious;
- (5) When the member is summoned to jury duty;
- (6) When the member is issued a subpoena by a court of competent jurisdiction;
- (7) When the member is observing a religious holiday; or
- (8) During the 12-week period after the birth of a member's child or after placement of a child with a member for adoption or foster care or that of a member's domestic partner.

Sec. 2-45. - Powers and duties.

The Parks and Recreation Advisory Board shall have powers similar to other advisory Boards of the City, namely the power to make recommendations to the City Commission. It shall have authority to make recommendations on the following items:

- (1) All public parks, dedicated parks, playgrounds, parkways, undeveloped parklands and recreational facilities located within the City or on lands owned by the City;
- (2) If requested by the City Commission, The acquisition, a course of action which the City Commission should take in reference to the development and maintenance of parks, parkways, waterways, library, and playgrounds in the City;
- (3) The maintenance and conduct of playgrounds, recreational centers and other recreational activities in the city, and equipment, buildings and facilities thereon;
- (4) The recommendation of to establish rules and regulations for the operation of City parks, library, playgrounds, and recreational facilities;

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(5) ~~and for the fees~~ Research and recommend the amounts to be charged the public for the use and enjoyment thereof of parks, programs, amenities, and services in coordination with other City departments as appropriate and necessary, but such charges shall not be effective until approved by the City Commission; and

(6) Review proposals as requested by the City Commission.

Sec. 2-46. - Funds.

The Parks and Recreation Advisory Board shall have the power and authority to ~~solicit~~, receive and accept donations and gifts for aid in the development, maintenance and improvements of the City's public parks, public ways, and public recreational facilities, subject to the approval of the City Manager. Any such gift or donation shall be made in the name of the City and it shall become the property of the City.

Sec. 2-47. - Limitation on powers.

Nothing in this Division shall be construed as authorizing and empowering the Parks and Recreation Advisory Board to impose any liability of any nature, financial or otherwise, upon the City and the powers of the Board are limited to advisory only.

**Section 5:** Chapter 2, Division 6 "Charter Review Advisory Board" of the City Code of the City of Wilton Manors, shall be amended as follows:

Sec. 2-48. - ~~Charter Review Advisory Board~~ CHARTER REVIEW ADVISORY BOARD.

(a) There shall be a Charter Review Advisory Board appointed by Resolution of the City Commission every ten (10) years, or as otherwise approved by Resolution of the City Commission.

(b) The Charter Review Advisory Board shall consist of five (5) members.

(c) Members of the Charter Review Advisory Board shall serve without compensation.

1 (d) Each member of the City Commission shall have the right to appoint one member to the  
2 Charter Review Advisory Board. Appointment shall be based on submission of an  
3 application by a resident of the City of Wilton Manors as described in this Section. The  
4 appointment of all members to the Charter Review Advisory Board shall be  
5 memorialized by a Resolution of the City Commission.

6 (e) Each member of the Charter Review Advisory Board shall have resided within the City  
7 for a period of not less than one hundred eighty (180) days immediately prior to their  
8 appointment.

9 (f) The term of each member of the Charter Review Advisory Board shall expire the day after  
10 the general election held after the first Monday in November after the year in which said  
11 members were appointed, or as otherwise provided for in the Resolution of the City  
12 Commission appointing the members to the Charter Review Advisory Board. Any  
13 vacancy shall be filled by the City Commission in the same manner as the original  
14 appointment was made, for the remainder of the member's unexpired term.

15 (g) All members of the Charter Review Advisory Board shall be electors of the City.

16 (h) Current Florida Legislators, current members of the City Commission, current members  
17 of the Broward County Commission, current Constitutional Officers, the current City  
18 Manager, current City Employees, current Vendors of the City, and Lobbyists registered  
19 in the City may not serve on the Charter Review Advisory Board.

20 (i) The City shall maintain copies of all written, recorded, and electronic records of the  
21 Charter Review Advisory Board in conformance with the laws of the State of Florida, as  
22 may be amended.

23 (j) All Charter Review Advisory Board meetings shall be open to the public and shall be in  
24 compliance with F.S. § 286.011, as amended.

25 (k) The latest edition of Robert's Rules of Order shall, in general, serve as governing rules of  
26 parliamentary procedure for the Charter Review Advisory Board. These rules of

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1 procedure may be suspended when appropriate as determined by a majority of the  
2 Charter Review Advisory Board.

- 3 (l) In the event a member of the Charter Review Advisory Board no longer resides in the  
4 City, or is no longer an elector of the City, the member does thereby automatically resign  
5 the member's position on the Board, and the member's seat shall be filled by the City  
6 Commission, in the same manner as the original appointment was made, for the  
7 remainder of the member's unexpired term.

8 Sec. 2-49. - Powers and duties of the Charter Review Board.

- 9 (a) The Charter Review Advisory Board shall meet on a periodic basis, as needed, to identify  
10 and address issues of concern to the City relevant to its Charter. The Charter Review  
11 Advisory Board shall study the existing City Charter with the view to improve the  
12 Charter to provide for the preservation of the general health, welfare and safety of the  
13 inhabitants of the City, and to make recommendations to the City Commission for  
14 changes, additions or deletions to the Charter. The Charter Review Advisory Board shall  
15 act only in an advisory capacity to the City Commission.

- 16 (b) All recommendations shall be brought to the City Commission for final approval prior to  
17 directing legal to prepare any ordinances, resolutions, or ballot questions.

- 18 ~~(b)~~(c) A quorum of the Charter Review Advisory Board shall consist of a majority of the  
19 members physically present in person. No action shall be taken by the Charter Review  
20 Advisory Board in the absence of a quorum. Other members of the Charter Review  
21 Advisory Board may attend by video or telephone conference, but they shall not count  
22 towards a quorum.

- 23 ~~(e)~~(d) In exercising its powers, the Charter Review Advisory Board shall perform the  
24 following:

- 25 (1) Elect a Chair, Vice-Chair and other officers as may deemed necessary who shall serve  
26 at the pleasure of the Board; and

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1 (2) Adopt such internal procedures and rules as may be necessary to carry out its duties.

2 ~~(d)~~(e) The Charter Review Advisory Board shall hold a minimum of two (2) public hearings.

3 A Charter amendment or revision shall not be submitted by the Charter Review Advisory  
4 Board to the City Commission unless approved by a vote of at least three (3) members of  
5 the Charter Review Advisory Board.

6 ~~(e)~~(f) The Charter Review Advisory Board must submit to the City Commission any  
7 proposed Charter amendments and/or revisions with associated ballot language no later  
8 than the date set forth in the Resolution appointing the members to the Charter Review  
9 Advisory Board. The City Commission anticipates that the submission to the City  
10 Commission by the first Charter Review Advisory Board appointed hereunder shall be no  
11 later than March 1, 2020.

12 ~~(f)~~(g) The City Commission shall place the Charter Review Advisory Board's proposed  
13 amendments and/or revisions with the associated ballot language approved by the Charter  
14 Review Advisory Board on the general election ballot at the next general election, unless  
15 rejected or modified by a majority of the City Commission.

16 Sec. 2-50. - Expense fund and staffing.

17 The City Commission shall provide sufficient funds in the annual budget for each fiscal  
18 year that the Charter Review Advisory Board is in existence for the reasonable and necessary  
19 expenses to be incurred by the Charter Review Advisory Board in performance of its duties  
20 and functions. The City Manager shall provide such administrative staff and clerical personnel  
21 as may be necessary to assist the Charter Review Advisory Board in the proper performance  
22 of its duties and functions.

23 Sec. 2-51. - Absence from meetings.

24 Any member of the Charter Review Advisory Board who is not present at a meeting shall  
25 be required to have recorded in the minutes of the next meeting the reason for absence. Any  
26 member whose absences are unexcused for at least twenty-five (25) percent of the meetings

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1 during a calendar year or for three (3) consecutive meetings, whichever occurs first, does  
2 thereby automatically resign the member's position on the Board and the member's seat shall  
3 be filled by appointment of the City Commission. After providing advance notification, the  
4 absence of any member shall be deemed excused under the following circumstances:

- 5 (1) When the member is performing an authorized alternative activity relating  
6 to outside Board business that directly conflicts with the meeting;
- 7 (2) The death of a member's immediate family member, defined as a spouse,  
8 father, mother, brother, sister, stepparent, one who has stood in the place of a  
9 parent (in loco parentis), child, or stepchild of a member;
- 10 (3) The death of a member's domestic partner, or domestic partner's father,  
11 mother, brother, sister, stepparent, one who has stood in the place of a parent  
12 (in loco parentis) of a domestic partner, child, or stepchild of a domestic  
13 partner;
- 14 (4) The member's hospitalization or other type of illness that might be contagious;
- 15 (5) When the member is summoned to jury duty;
- 16 (6) When the member is issued a subpoena by a court of competent jurisdiction;
- 17 (7) When the member is observing a religious holiday; or
- 18 (8) During the 12-week period after the birth of a member's child or after  
19 placement of a child with a member for adoption or foster care or that of a  
20 member's domestic partner.

21 **Section 6:** Chapter 2, Division 7 "Financial Advisory Board" of the City Code of the  
22 City of Wilton Manors, shall be amended as follows:

23 DIVISION 7. - FINANCIAL ADVISORY BOARD

24 Sec. 2-51.1. - Creation, composition, and qualifications.

- 25 (a) There is hereby created and established the City of Wilton Manors ("City")  
26 Financial Advisory Board ("Board") consisting of five (5) members appointed by

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the City Commission. Experience in a financial related occupation or similar skills and experiences is helpful.

(b) The presence of three (3) or more Board members shall constitute a quorum of the Board.

(c) All members of the Board shall be appointed by the City Commission. The members of the Board shall serve on the Board without compensation and shall not be reimbursed for travel, mileage, or per diem expenses for their Board service.

(d) The current terms for members Michael Kalb, Van Gosselin, and William Hayden are extended from December 31, 2024 to January 31, 2025. The terms for the other two members to be appointed by the City Commission shall expire on January 31, 2024. Subsequent to the foregoing appointments, the term of office for all members will be two (2) years and shall commence on February 1st of the year in which the appointments are made.

(e) The members of the Board shall serve at the pleasure of the City Commission. The Members of the Board may be removed at any time by a majority vote of the City Commission.

(f) The Finance Director, or their designee, shall provide or designate necessary staff support for the Board in coordination with the City Clerk's Office. The Finance Director, or their designee, shall attend the meetings of the Board as determined necessary by the City Manager and shall serve as the Board liaison. The City Manager and Finance Director shall serve on the Board in an ex-officio capacity.

The Board officers shall consist of a chairperson, a vice-chairperson and such other officers as the Board deems necessary.

#### Sec. 2-51.2. - Purpose and functions of the Financial Advisory Board.

(a) The purpose of the Board shall be to assist the City Commission in making recommendations to the City Manager and Finance Director regarding fiscal policies,

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1 financial reports, annual budgets and amendments, and other projects having significant  
2 impact on the City as determined by the City Commission or City Manager.

3 (b) The Board shall meet as determined necessary by the City Manager, at a minimum of  
4 quarterly.

5 (c) The Board shall perform the functions hereafter mentioned:

6 (1) Review the City's annual financial report and external audit, meet with the Auditor to  
7 discuss the annual financial report, and prepare recommendations as needed;

8 (2) Review quarterly financial reports and budget amendments;

9 (3) Review fiscal policies and any proposed changes;

10 (4) Review updates on budget process, including proposed changes;

11 (5) Review recommended annual budget and prepare recommendations with a view  
12 towards recommendations on format, content, and development of the budget;

13 (6) Prepare reports or special projects as may be directed by the City Commission, City  
14 Manager, or Finance Director from time to time; and

15 (7) Review the Strategic Plan and ensure the budget is in alignment; and

16 ~~(7)(d)~~ (d) Nothing in this Division shall be construed as authorizing and empowering the Board  
17 to create any liabilities of any nature, financial or otherwise, upon the City and the  
18 powers of the Board are limited to advisory only.

19 ~~(d)(e)~~ (e) Any recommendations of the Board shall be in the form of a written recommendation  
20 of the Board, signed by the Board Chairperson, who shall present the recommendation of  
21 the Board to the City Commission.

22 **Section 7: Codification.** It is the intention of the City Commission of the  
23 City of Wilton Manors, and it is hereby ordained that the provisions of this Ordinance shall  
24 become and be made a part of the Code and Ordinances of the City of Wilton Manors, Florida,

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1 and that Sections of this Ordinance may be renumbered, re-lettered and the word “Ordinance”  
2 may be changed to “Section,” “Article,” or such other word or phrase in order to accomplish  
3 such intention.

4 **Section 8:** **Severability.** If any clause, section, or other part of this  
5 Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid,  
6 such unconstitutional or invalid part shall be considered as eliminated and in no way affecting  
7 the validity of the other provisions of this Ordinance.

8 **Section 9:** **Conflicts.** That all Ordinances or parts of Ordinances, Resolutions, or  
9 parts of Resolutions in conflict herewith, be and the same are repealed to the extent of such  
10 conflict.

11 **Section 10.** **Effective Date.** Except as otherwise provided for herein, this  
12 Ordinance shall take effect immediately upon adoption.

13  
14 **THE REMAINDER OF THIS PAGE HAS**  
15 **BEEN INTENTIONALLY LEFT BLANK.**  
16

1 PASSED ON FIRST READING BY THE CITY COMMISSION OF THE CITY OF  
2 WILTON MANORS, FLORIDA, THIS 14<sup>th</sup> DAY OF November, 2023.

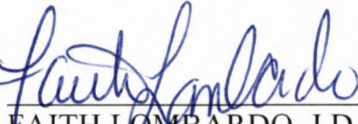
3  
4 PASSED AND ADOPTED ON SECOND AND FINAL READING BY THE CITY  
5 COMMISSION OF THE CITY OF WILTON MANORS, FLORIDA THIS 28<sup>th</sup> DAY OF  
6 November, 2023.

7  
8 CITY OF WILTON MANORS, FLORIDA

9  
10  
11 By:   
12 SCOTT NEWTON, MAYOR

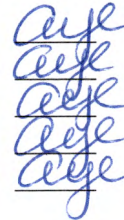
13  
14 ATTEST:

RECORD OF COMMISSION VOTE: 1<sup>ST</sup>  
Reading

15  
16  
17   
18

19 FAITH LOMBARDO, J.D., CMC  
20 CITY CLERK

21 MAYOR NEWTON  
22 VICE MAYOR BRACCHI  
23 COMMISSIONER CAPUTO  
24 COMMISSIONER D'ARMINIO  
25 COMMISSIONER ROLLI




26  
27 I HEREBY CERTIFY that I have  
28 approved the form of this Ordinance.

29 /s/ Kerry L. Ezrol

30 KERRY L. EZROL, ESQ.  
31 CITY ATTORNEY

RECORD OF COMMISSION VOTE: 2<sup>ND</sup>  
Reading

32  
33 MAYOR NEWTON  
34 VICE MAYOR BRACCHI  
35 COMMISSIONER CAPUTO  
36 COMMISSIONER D'ARMINIO  
37 COMMISSIONER ROLLI



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City of Wilton Manors  
Business Impact Estimate

*Note: The business impact estimate must be posted on the City's website no later than the date the notice of proposed enactment is published per Section 166.041(4) Florida Statutes. This business impact estimate may be revised following its initial posting.*

***Ordinance title/reference:***

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF WILTON MANORS, FLORIDA, AMENDING CHAPTER 2 OF THE CITY CODE, ENTITLED "ADMINISTRATION," DIVISION 3 "COMMUNITY AFFAIRS ADVISORY BOARD," SECTION 2-32 "OBJECTIVES AND PURPOSE; ANNUAL PLAN;" AMENDING DIVISION 4 "LIBRARY ADVISORY BOARD," SECTION 2-36 "CREATION, QUALIFICATIONS OF MEMBERS, TERM OF OFFICE;" AMENDING DIVISION 5 "RECREATION ADVISORY BOARD," SECTION 2-42 "ESTABLISHMENT, MEMBERSHIP;" AMENDING DIVISION 6 "CHARTER REVIEW ADVISORY BOARD," SECTION 2-49 "POWERS AND DUTIES OF THE CHARTER REVIEW BOARD;" AND AMENDING DIVISION 7 "FINANCIAL ADVISORY BOARD," SECTION 2-51.2 "PURPOSE AND FUNCTION OF THE FINANCIAL ADVISORY BOARD;" PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

**Does any of the following exceptions to the Business Impact Estimate requirement apply? If so, check the applicable box and leave the remainder of the form blank.**

- ☐ The ordinance is required for compliance with federal or state law or regulation;
- ☐ The ordinance relates to the issuance or refinancing of debt;
- ☐ The ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The ordinance is required to implement a contract or an agreement, including, but not limited to, any federal, state, local, or private grant, or other financial assistance accepted by the County;
- ☐ The ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The ordinance is enacted to implement the following:
  - a. Part II of Chapter 163, relating to growth policy, county and municipal planning, and land development regulation, including zoning, development orders, development agreements, and development permits;
  - b. Sections 190.005 and 190.046, regarding community development districts;
  - c. Section 553.73, relating to the Florida Building Code; or
  - d. Section 633.202, relating to the Florida Fire Prevention Code.

Business Impact:

1. Summary of the proposed ordinance (must include statement of the public purpose, such as serving the public health, safety, morals, and welfare):

The proposed ordinance updates the mission statements of the City's Advisory boards to make them current and consistent with Commission direction.

2. Estimate of direct economic impact of the proposed ordinance on private, for-profit businesses in the City of Wilton Manors (each is required):

No impact.

- 2.1 An estimate of direct compliance costs that businesses may reasonably incur if the ordinance is enacted

No impact.

- 2.2 Identification of any new charge or fee on businesses subject to the proposed ordinance, or for which businesses will be financially responsible

No impact.

- 2.3 An estimate of the City's regulatory costs, including an estimate of revenues from any new charges or fees that will be imposed on businesses to cover such costs:

No impact.

3. A good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:

No impact.

4. Additional information (if any):