



# CITY OF FORT LAUDERDALE SUMMARY OF ADVISORY BOARDS/COMMITTEES

## AFFORDABLE HOUSING ADVISORY COMMITTEE

**MEMBERSHIP:** The committee shall consist of thirteen members who reside or work within City corporate limits. Each commissioner shall nominate two members, and by consensus, the city commission shall appoint three members. Appointments include citizens actively engaged in the area of affordable housing: residential home building industry; banking/mortgage banking or mortgage industry; representative of those areas of labor in home building; advocate for low-income persons; for-profit provider; not-for-profit provider; real estate professional; resides within the City of Fort Lauderdale; serves on the City's Local Planning Agency pursuant to Section 163.3174, Florida Statutes; represents employers in the City; represents essential services personnel as defined in the City's Housing Assistance Plan; local community improvement activities and one additional member. Each member shall serve for a term of three years. Maximum number of terms that can be served: **two consecutive three-year terms**. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Review established policies and procedures, ordinances, land development regulations and adopted comprehensive plan and recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value; to evaluate the implementation of affordable housing incentives; to make recommendations to the city commission on matters related to affordable housing issues; submit to the city commission triennially, the State Housing Initiative Partnership report that includes recommendations to establish and evaluate the implementation of affordable housing incentives in the areas provided in Section 420.9076 (2), Florida Statutes; prepare an overall strategy integrating policies, plans and program delivery related to affordable housing and the use of state and federal entitlement funds; and to recommend strategies and procedures that when implemented will increase the City's capacity to provide more affordable housing.

**HISTORY:** Established as a committee by Ordinance C-08-24; amended by Ordinance No. C-10-21 to change the name of the committee, increase membership, term and provide additional duties.

**Meeting Date:** Third Monday, 8:30 a.m., unless otherwise noted

**Location:** Mizell Center, 2<sup>nd</sup> Floor, 1409 NW 6<sup>th</sup> Street

**Liaison:** Susan Batchelder, Planning and Zoning Department (954-828-5251)

## AUDIT ADVISORY BOARD

**MEMBERSHIP:** The board shall consist of five members. Each commissioner shall nominate one person to the board. Membership guidelines suggest: 1) board members live within the corporate limits of the City of Fort Lauderdale and 2) persons familiar with auditing procedures through their experience with accounting or corporate management be represented. The city manager, director of finance and city controller shall serve as ex-officio members of the audit advisory board. Maximum numbers of terms that can be served: **six consecutive one-year terms**. A majority of the members shall **constitute a quorum**.

**PURPOSE:** To advise the City Commission regarding appointment, compensation and retention of the independent auditor selected by the City to prepare or issue an audit report or perform other audits or attesting services for the city and to oversee such services; evaluate annually the independent auditor's qualifications, performance and independence taking into consideration the opinion of city management and the Internal Audit Director; review the draft annual audited financial statements, including management's discussion and analysis of financial condition and results of operations and discuss with management and the independent auditor prior to the filing of the comprehensive annual financial report; review the independent auditor's annual

**NOTE:** Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## AUDIT ADVISORY BOARD - CONTINUED

management letter recommendations on internal control and accounting procedures and make recommendations to the City Manager and City Commission regarding appropriate response and resources to address audit findings; review the reports of the Internal Audit Director with responses from management and annual and interim planned work activities and advise City Commission regarding adequacy of staffing and other resources to accomplish the overall scope and plans for internal audits; review City's compliance with legal and regulatory requirements related to revenues, expenditures, assets, liabilities and any other financial matters; review City's major financial risk, exposures and steps taken to monitor and control such exposures.

HISTORY: Ordinance C-03-46; amended by C-04-30.

Meeting Date: Meetings scheduled on an as-needed basis

Location: To be advised when meetings are calendared

Liaison: Linda Cohen, Administrative Aide, Finance Department (954-828-5165)  
Lynda Flynn, Interim Director of Finance, Finance Department (954-828-5165)

Ex-Officio Allyson C. Love, Acting City Manager (954-828-5853)  
Lynda Flynn, Interim Director of Finance, Finance Department (954-828-5165)  
Gloria LeClaire, Controller, Finance Department (954-828-5267)

## AVIATION ADVISORY BOARD

MEMBERSHIP: The Board shall consist of ten members. Each commissioner shall appoint two members. In addition one member of the Tamarac city commission and Oakland Park city commission or their designees, shall be designated as the official by each municipality to receive all agendas, background, and minutes of all aviation advisory board meetings. Such commission members, or their designees, shall have the right to sit with and address the board on all matters considered by such board, but shall not be entitled to vote. Each member shall serve for a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms**. Four members shall **constitute a quorum**.

PURPOSE: To recommend to the City Commission action necessary for the planning, establishment, development, construction, enlargement, improvement, maintenance, operation, regulation and policing of airports owned, operated and controlled by the City.

HISTORY: City Code, Section 7-31.

Meeting Date: Fourth Thursday, 1:30 p.m., unless otherwise noted

Location: Executive Airport-Administration Office  
6000 NW 21 Avenue

Liaison: Clara Bennett, Executive Airport (954-828-4955)

## BEACH BUSINESS IMPROVEMENT DISTRICT ADVISORY COMMITTEE

MEMBERSHIP: The committee shall consist of nine members as follows: seven of the ten highest assessed property owners or their representative; one member recommended by and from the Beach Redevelopment Advisory Board and one member recommended by and from the Greater Fort Lauderdale Chamber of Commerce Beach Council. **One-year term with no term limits**. Majority of the members shall **constitute a quorum**.

PURPOSE: Monitor the progress of the Beach Business Improvement District, make recommendations on services, enhancements and special programs and events.

HISTORY: Established as a committee by Resolution 07-114.

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## BEACH BUSINESS IMPROVEMENT DISTRICT ADVISORY COMMITTEE - CONTINUED

Meeting Date: 2nd Monday, 3:30 p.m., unless otherwise noted

Location: City Hall, 8<sup>th</sup> Floor Conference Room

Liaison: Stephen Scott, Economic Development Director (954-828-5072)  
Eileen Furedi, Clerk II, Economic Development Department (954-468-1514)

## BEACH REDEVELOPMENT BOARD

MEMBERSHIP: The board shall consist of ten members from the following classes: 1) a resident of the area of the beach lying east of the intracoastal within the corporate city limits; 2) a person engaged in business in the central beach area, which shall mean owning a business, practicing a profession, or performing a service for compensation or serving as an officer or director of a corporation or other business entity so engaged, within the central beach area; 3) an owner, operator or both, of a resort hotel located within the central beach area; 4) a financier or banker; 5) a hotel or commercial retail real estate developer; 6) an architect; 7) urban design professional; provided however, if the city commission determines that an applicant for a vacancy on the board possesses the experience required for filling a particular vacancy, such person may be appointed. Pursuant to Section 2-216, City Code, members are not required to be residents of the City. Each member shall serve for a one-year term. Maximum numbers of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

PURPOSE: To implement a revitalization plan and to cause to be prepared a community redevelopment plan for the Central Beach Redevelopment Area subject to the approval of the City Commission and to recommend actions to be taken by the City Commission to implement the community redevelopment plan.

HISTORY: Ordinance C-88-56; amended by Ordinance No. C-92-4, C-07-01, and C-09-05.

Meeting Date: Third Monday, 2:30 p.m., unless otherwise noted

Location: City Hall, 8<sup>th</sup> Floor Conference Room

Liaison: Donald Morris, Beach CRA Director, Economic Development Dept. (954-468-1516)

## BOARD OF ADJUSTMENT

MEMBERSHIP: The board shall consist of seven regular members and three alternate members. Regular and alternate members shall serve two-year terms. Each member of the board, including alternate members, shall be a resident and a qualified elector of the City of Fort Lauderdale and shall have previously served as a member of the Planning and Zoning Board for at least one year, or be otherwise equally qualified. No more than two alternates shall serve on the board of adjustment at any time. Alternate members shall attend all meetings of the board until such time as it has been determined by the chair that all regular members are in attendance and that there are no conflicts of interest which would prohibit a regular member from hearing an appeal. Said board, from its membership, shall elect a chairman, vice-chairman and secretary annually. The board shall meet regularly on the second Wednesday of each month at 6:30 P.M. in the city commission room at City Hall. The board may meet at other times fixed by ordinance, or after two weeks' notice to members. Maximum numbers of terms that can be served: **three consecutive two-year terms**. Five members shall **constitute a quorum**.

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## BOARD OF ADJUSTMENT - CONTINUED

**PURPOSE:** To receive applications and hear appeals in cases involving zoning regulations and subject to appropriate conditions and safeguards, to make special exceptions to the terms of zoning ordinances of the City.

**HISTORY:** City Code, Section 47-33; Ordinance C-04-49 changed the meeting time from 7:30 pm to 6:30 pm.

**Meeting Date:** Second Wednesday, 6:30 p.m., unless otherwise noted  
Ordinance C-04-49 changed time of meetings to 6:30 pm from 7:30 pm.

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Terry Burgess, Administrator, Planning and Zoning Department (954-828-5913)

## BUDGET ADVISORY BOARD

**MEMBERSHIP:** The board shall consist of ten members. Each commissioner shall nominate two persons to the board. Membership guidelines suggest that board members live or work within the corporate limits of the City of Fort Lauderdale; and that the following qualifications be represented on the board, whenever possible: community, financial, educational and commercial, with representation of small and large businesses. City manager, director of finance, and the budget director shall serve as ex-officio members. Each member shall serve for a one-year term beginning October 1 of each year. Maximum numbers of terms that can be served: **six consecutive one-year terms**. Majority of the members shall **constitute a quorum**.

**PURPOSE:** To Provide the City with input regarding the taxpayers' perspective in the development of the annual operating budget; to review projections and estimates from the city manager regarding revenues and expenditures for upcoming fiscal year; to advise the city commission on service levels and priorities and fiscal solvency; and to submit recommendations to the city commission no later than August 15 of each year regarding a budget for the upcoming fiscal year.

**HISTORY:** Budget Review Committee was initially created by Resolution 94-4 and amended to increase length of terms by Resolution 95-37 and Resolution 95-159. Budget Advisory Board then established by Ordinance C-96-62 and amended terms to coincide with the City's fiscal year by Ordinance No. C-02-44.

**Meeting Date:** Third Wednesday, 6:00 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Norm Mason, Assistant Budget Director, Office of Management and Budget  
(954-828-5838)

**Ex-Officio:** Allyson C. Love, Acting City Manager  
Shonda Singleton-Taylor, Budget Director, Office of Management and Budget  
(954-828-5894)  
Lynda Flynn, Interim Director of Finance, Finance Department  
(954-828-5165)

## CEMETERY SYSTEM BOARD OF TRUSTEES

**MEMBERSHIP:** The board shall consist of ten members, which shall administer the operation of the cemetery system. Each Commissioner shall nominate two members. The present members of the board of trustees of Lauderdale Memorial Park shall constitute the initial cemetery system board of trustees until new appointments are made by the City Commission as provided in this section. Each member shall serve for a term of one year. Maximum numbers of terms that can be served: **six consecutive one-year terms**.

**NOTE:** Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## CEMETERY SYSTEM BOARD OF TRUSTEES - CONTINUED

PURPOSE: To administer and oversee the operations of the municipal cemeteries.

HISTORY: City Code, Section 10-27.

Meeting Date: Second Thursday every other month, 3:30 p.m., unless otherwise noted

Location: City Hall, 8<sup>th</sup> Floor Conference Room

Liaison: Julius Delisio, Parks and Recreation Dept. (954-745-2141)

## CENTENNIAL CELEBRATION COMMITTEE

MEMBERSHIP: Each commissioner to appoint four members, and by consensus, the city commission will appoint one member from the Council of Civic Associations who shall be either the president of the Council of Civic Associations or such other member as designated by the Council of Civic Associations appointed by resolution of the city commission and the committee chair is given the authority to appoint committee members to undertake fact-finding tasks outside the meeting for planning the upcoming centennial celebration. One of the Mayor's nominations being the chair. Members to live or work within City corporate limits. Persons with various qualifications be represented, including community, historical and commercial interests. The city manager or his or her designee shall serve as an ex-officio (non-voting) member. Members shall serve a one-year term. Members appointed in June 2010 will serve until the **committee is terminated on January 31, 2012**. A majority of the membership shall **constitute a quorum**.

PURPOSE: Advise city commission on any and all matters with respect to the events and activities related to city centennial to take place between January 1, 2011 and December 31, 2011; provide ideas, recommendations for implementation of those ideas to city commission; solicit sponsorship, donations, and conduct fundraising events in order to provide financial assistance for the centennial events and activities; hear citizens, neighborhood, or community input on centennial activities and recommend appropriate action to City Commission.

HISTORY: Established as a committee by Resolution 08-108. Amended by Resolution 09-115 to increase membership from fifteen to twenty-one members.

Meeting Date: First Wednesday, 3:00 p.m., unless otherwise noted

Location: City Hall, 8<sup>th</sup> Floor Conference Room

Liaison: Shannon Vezina, Public Information Office (954-828-4743)

Ex-Officio: Allyson C. Love, Acting City Manager (954-828-5165)

## CHARTER REVISION BOARD

MEMBERSHIP: The board shall consist of five members. Each member shall serve for a period of one year. Maximum number of terms that can be served: **six consecutive one-year terms**. City Manager, Director of Finance, City Clerk and City Attorney serve as ex-officio members.

PURPOSE: Advising the City Commission on the propriety of the existing charter and, further, to make such suggestions and recommendations to perfect said charter so as to establish a better government of and for the City.

HISTORY: City Code, Section 2-231.

Meeting Date: First Thursday, 5:30 p.m., unless otherwise noted

Location: City Hall, 1<sup>st</sup> Floor Chambers

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## CHARTER REVISION BOARD – CONTINUED

Liaison: City Attorney's Office (954-828-5037)

Ex-Officio: Allyson C. Love, Acting City Manager (954-828-5853)  
Lynda Flynn, Interim Director of Finance (954-828-5165)  
Jonda K. Joseph, City Clerk (954-828-5002)  
Harry Stewart, City Attorney (954-828-5037)

## CITIZENS COMMITTEE OF RECOGNITION

MEMBERSHIP: Shall be limited to former mayors of the City of Fort Lauderdale. The city commission shall appoint by resolution each former mayor for a life term. The membership to include one past honoree (except for exemplary former city employee) and the Council of Fort Lauderdale Civic Associations president or designee to be recommended by the council and ratified by the city commission. These two new appointments will be for a term of one year, from October 1st to September 30th of each year and maximum terms: **six consecutive one-year terms.**

PURPOSE: To assure proper recognition of outstanding contributions made by local citizens in various areas of endeavor, to develop criteria for the selection of such individuals, and to study, analyze and present to the City Commission proposals on matters relating to the observance of certain significant historical occasions.

HISTORY: Established as a committee by Ordinance C-06-05, January 18, 2006. Ordinance C-03-42 amended the membership. Committee was previously an advisory board known as the Citizens Board of Recognition, established by Ordinance No. C-75-16, April 1, 1975, and amended by Ordinance No. C-75-103.

Meeting Date: Meetings scheduled on an as-needed basis

Location: To be determined

Liaison: Petula Burks, Public Information Office (954-828-4742)

## CITIZENS POLICE REVIEW BOARD

MEMBERSHIP: The board shall consist of nine members appointed as follows: three police officers appointed by the Chief of Police and six citizens that reside in the city, one to be appointed by each City Commissioner and one to be appointed by consensus. Each member shall serve a one-year term. Maximum number of terms that can be served: **six consecutive one-year terms.**

PURPOSE: Assist in maintaining the confidence of Fort Lauderdale citizens that complaints of alleged police officer misconduct are being thoroughly and objectively investigated and resolved. Review all complaints investigated by the internal affairs division of the Police Department. The board's decision shall be advisory only to the City Manager.

HISTORY: City Code, Sections 2-248, 2-249, 2-250

Meeting Date: Second Monday, 6:00 p.m., unless otherwise noted

Location: City Hall, 8<sup>th</sup> Floor Conference Room

Liaison: Captain Rick Maglione, Police Dept. (954-828-6962)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## CITIZENS SUSTAINABILITY 'GREEN' COMMITTEE

**MEMBERSHIP:** The committee shall consist of eleven members that reside within City corporate limits with qualifications including community, engineering and environmental interests, specifically: 1) state-licensed environmental attorney; 2) state-licensed environmental educator; 3) environmental scientist, engineer or architect; 4) business or profession related to marine industry; 5) person with certification equivalent to leadership in energy and environmental design (LEED) in business practices such as construction and, or product development. However, the city commission shall make the final determination concerning required experience in filling vacancies. Each commissioner shall nominate two members, and by consensus, the city commission shall appoint one member. The committee shall commence on September 1, 2009 and **terminate on December 31, 2010**. A majority of the members appointed to the committee shall **constitute a quorum**.

**PURPOSE:** To identify and recommend affordable strategies associated with conservation, renewable energy, and energy efficiency to establish Fort Lauderdale as a leader in environmental sustainability; to research environmentally sound practices that will reduce greenhouse gas emissions, save money, energy, and resources and involve City residents in creating an environmental strategic plan that will promote environmental sustainability within all areas of the community; to provide recommendations to the city commission on incentives for residents, businesses, developers, and organizations to practice environmental conservation and sustainable building practices and actions, policies and public outreach and educational programs to support and promote energy and resource conservation; to research financial resources to offset costs; and to develop a report within twelve months of the first committee meeting detailing the results of the committee for presentation to the city commission.

**HISTORY:** Established as a committee by Resolution 09-177.

**Meeting Date:** Fourth Monday, 6:30 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Todd Hiteshow, Environmental Services Manager (954-828-7807)

## CIVIL SERVICE BOARD

**MEMBERSHIP:** Three members serve four-year terms. One member appointed by Mayor; one appointed by City Manager; one appointed by employees with approval of City Commission. Maximum number of terms that can be served: **two consecutive four-year terms**. Two members shall **constitute a quorum** for the transaction of business.

**PURPOSE:** To advise City Manager and City Commission on personnel matters; to hear appeal of employees who may be aggrieved by decisions of their superiors.

**HISTORY:** Charter Section 6.04.

**Meeting Date:** Meetings scheduled on an as-needed basis.

**Location:** City Hall

**Liaison:** Averill Dorsett, Human Resources Director (954-828-5307)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## CODE ENFORCEMENT BOARD

**MEMBERSHIP:** The board shall consist of seven members and three alternates appointed by the commission. Members shall include, whenever possible, persons experienced in the following professions: architect, business person, engineer, general contractor, subcontractor and realtor. Absence at two out of three successive meetings without cause or prior approval of the board chairperson, the board shall declare the member's office vacant and the commission shall fill the vacancy. Each member shall serve for a term of three years. Maximum number of terms that can be served: **two consecutive three-year terms**. A minimum of four members of the board shall **constitute a quorum**. An alternate member shall be considered as one of such members for quorum purposes.

**PURPOSE:** Hear and decide cases in which violations are alleged of any provision of the Florida Building Code, Broward County Edition and violations of the Code of Ordinances of the City of Fort Lauderdale when alleged together with a violation of the Florida Building Code.

**HISTORY:** Chapter 11 of the Code established by Ordinance C-81-7 and C-82-66 (also see C-95-19). Chapter 11 of the Code repealed and replaced by Ordinance C-08-36 Alternative system - citations, maximum penalties, administrative, and hearing costs.

**Meeting Date:** Fourth Tuesday, 9:00 a.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Brian McKelligett, Administrative Assistant II, Building Services (954-828-5911)

## COMMUNITY APPEARANCE BOARD

**MEMBERSHIP:** The board shall consist of not more than twenty-five members. Each commissioner to nominate five members. In making the appointments, the commission shall consider appointing a member from each of the following classes: 1) licensed architect, 2) licensed landscape architect, 3) licensed interior designer. The remaining members shall be appointed from other classes which shall include, but not be limited to: design and development professionals such as land planners, arborists, contractors, realtors, attorneys, or other persons who wish to promote a community standard for aesthetic excellence in the City. Members serve one-year terms. Maximum number of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** To present promotional, educational, and award programs and events which further efforts to improve the overall community appearance of the City of Fort Lauderdale. Acknowledge excellence in design, landscape and building property management.

**HISTORY:** Ordinance C-96-65 rescinded Ordinance C-77-173, which originally established the Community Appearance Board on January 3, 1978. Ordinance C-96-65 expanded the duties of the board, provided for a maximum of twenty-five board members and included certain criteria for board membership. Ordinance C-09-05 amended quorum.

**Meeting Date:** Second Wednesday 5:30 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Reina Gonzalez, Administrative Assistant II, Public Works Department (954-828-7843)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## COMMUNITY SERVICES BOARD

**MEMBERSHIP:** The board membership shall consist of three residents from each quadrant of the city and three at-large members, such at-large members to be representative of various professions and occupations as determined appropriate. Board membership shall not exceed a total of fifteen. Members serve one-year terms. Maximum number of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Review social services and cultural funding allocations with a social service impact based upon a budget provided to the board by the city commission; research and develop funding sources for various City projects; advisory on community block grant activities, and report findings and recommendations to city commission; advisory on cultural arts and tourism by researching and developing cultural arts and tourism and report findings and recommendations to city commission.

**HISTORY:** Ordinance C-69-76 created the board; Amended by Ordinances C-69-91, C-71-14, C-72-67, C-81-106, C-82-63, C-92-10, C-93-48, C-08-40 changed the composition and/or the duties of the board, and Ordinance C-09-05 amended quorum.

**Meeting Date:** Second Monday, 7:00 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Susan Batchelder, Planning and Zoning Dept. (954-828-5251)

## COMPLETE COUNT COMMITTEE

### Committee ended May 31, 2010

**MEMBERSHIP:** Established as a committee by Resolution 09-156. The committee shall consist of twelve members that reside within City corporate limits or maintain a current government position, or education, business, faith-based, community-based or media interest within City corporate limits, specifically: 1) government organizations; 2) education community; 3) business community; 4) faith-based community; 5) community-based organizations; 6) media, one of which shall represent the minority media. The committee shall commence on June 16, 2009 and **terminate on May 31, 2010**.

**PURPOSE:** To assist in: planning and implementation of local outreach efforts for 2010 Census; publicizing the importance of the 2010 Census and motivate residents to respond; and targeting efforts that uniquely address the community in conjunction with the 2010 Census.

**Meeting Date:** Fourth Monday, 3:00 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Randall Robinson, Planner II, Planning and Zoning Department  
(954-828-5265)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## DOWNTOWN DEVELOPMENT AUTHORITY

**MEMBERSHIP:** The board shall consist of seven members. Each member of the board shall reside in or have his principal place of business in the city. Each member shall be a land owner in the downtown; or a leasehold tenant required by the terms of his lease to pay taxes currently on downtown lands or an officer, director or managing agent of a corporation which owns downtown lands or an interest in downtown lands or which corporation is a leasehold tenant required by the terms of its lease to pay taxes currently on downtown lands. See the Downtown Development Authority Charter for more detail and a definition of downtown. Each member shall serve for a term of four years. Maximum number of terms that can be served: **two consecutive four-year terms.**

**PURPOSE:** To revitalize and preserve property values and prevent deterioration in the downtown area by a system of self help. To provide a vehicle whereby property owners who will benefit directly from the results of such program will bear the substantial cost thereof.

**HISTORY:** Chapter 2005-346, Laws of Florida (House Bill 1657).

**Meeting Date:** Second Thursday, 8:30 a.m., unless otherwise noted

**Location:** 305 S. Andrews Avenue, Suite 301 / 33301

**Liaison:** Chris Wren, Executive Director (954-463-6574)

## ECONOMIC DEVELOPMENT ADVISORY BOARD

**MEMBERSHIP:** The board shall consist of eleven members having the following qualifications: 1) Shall either have a business interest in the City or an interest outside of the City characterized as impacting the City's economy; 2) have broad business experience and knowledge, either in local economy or in the area of international business; 3) at least one member shall represent small business interests; 4) at least one member shall represent minority owned business interests; 5) at least two members shall represent international business interests; 6) at least one member shall represent female-owned business interests; 7) each member shall be a resident of Broward, Dade or Palm Beach counties, but does not need to be a registered voter, and 8) Director of economic development department or designee shall be an ex-officio member. Thereafter, each member shall serve a two year term. Maximum number of terms that can be served: **three consecutive two-year terms.** A majority of the membership shall **constitute a quorum.**

**PURPOSE:** Provide the City with the benefit of knowledge, experience and business resources of the members in order to further the efforts of the economic development department in business attraction, retention and development; to serve as business ambassadors by promoting the City to the business community throughout the country and the world; advise the city commission on specific issues regarding local, national and international business recruitment, retention and expansion.

**HISTORY:** Established by Ordinance C-92-61 and amended by Ordinances: C-93-49 changed the board's purpose and duties, C-94-27 deleted requirements to be City residents and voters in the county and C-09-05 amended the quorum.

**Meeting Date:** Second Wednesday, 3:45 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Patricia Smith, Assistant (954-828-4515)  
Stephen Scott, Economic Development Director (954-828-5072)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## EDUCATION ADVISORY BOARD

**MEMBERSHIP:** Up to twenty members, serving for a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms**. Each Commissioner shall appoint up to four members, but not less than three to the board. The board shall also include one city staff member that shall be designated by the city manager and who shall serve as a non-voting, ex-officio member of the board. In making appointments to the board, consideration should be given to seeking representatives from the following: the business community, parent teacher student organization/parent teacher association, civic association(s), broward county school board, the public school system, the private school system, and the post secondary education system. Board members must either be residents of the City or be affiliated with an educational facility located within the City. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Advise the city commission on issues relating to educational matters which will impact the quality of education for City residents, or which will impact education facilities located within the City.

**HISTORY:** Established by Ordinance C-96-16; Amended by Ordinances C-01-07 increased membership, C-09-05 amended quorum.

**Meeting Date:** Third Thursday, 6:30 p.m., unless otherwise noted  
**Location:** City Hall, 1<sup>st</sup> Floor Chambers  
**Board:** Julie Richards, City Manager's Office (954-828-5289)

## FIRE-RESCUE FACILITIES BOND ISSUE BLUE RIBBON COMMITTEE

**MEMBERSHIP:** The Mayor and each Commissioner will nominate two members. Members shall serve for a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Provide recommendations to the city commission concerning the expenditure of bond funds - acquiring, constructing, developing, extending, enlarging, improving, renovating, equipping and furnishing the fire-rescue facilities as spelled out in Resolution 04-145, which authorized issuance of bonds.

**HISTORY:** Created by the city commission at the November 16, 2004 conference meeting in response to the November 2, 2004 ballot where the voters approved a Fire-Rescue Facilities Bond Issue to replace nine existing fire-rescue stations and the construction of a new station in the southeast area of the City. Established by Resolution 04-220, amended by Resolution 09-284 extending the term until December 31, 2011, and Ordinance C-09-05 amended quorum.

**Meeting Date:** Third Thursday, 6:00 pm, unless otherwise noted  
**Location:** City Hall, 8<sup>th</sup> Floor Conference Room  
**Liaison:** Frank Snedaker, Chief Architect, Public Works Department (954-828-6025)  
Albert Carbon, Public Works Director (954-828-5290)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## GENERAL EMPLOYEES RETIREMENT SYSTEM, BOARD OF TRUSTEES

**MEMBERSHIP:** The board shall consist of seven members: Four elected City employees; three appointed by the Mayor with the approval of the city commission. Chairman, vice-chairman and secretary are elected by board. The finance director of the City shall be a ex-officio non-voting member of the board. Four members constitute a quorum (20-113(h)). **A quorum shall consist of four members, at least one of whom shall be an appointive member.** Terms: Appointed members - three years except that the initial terms shall be for two years. Elected members - three years.

**PURPOSE:** To administer the Pension Plan of the City for the general employees.

**HISTORY:** Code Sec. 20-106 and 20-113 (Ordinance C-72-94) Ordinance No. C-98-65 amends Sections 20-113 and 20-132 of the Code of Ordinances and provides for staggered terms of office for appointed board members and provides an exception to the limitation on the number of consecutive appointed terms during the implementation period. The terms of office shall be staggered in such a manner that no more than one board member's term of office shall expire in any calendar year. During December 1998, as the board converts to staggered terms, those members appointed for one-year and two-year terms shall be permitted an exception to the limitations on the number of consecutive terms two three-year term limits. Please refer to Section 3 of Ordinance No. C-98-65 and C-99-4 for more information.

**Meeting Date:** First Thursday, 9:00 a.m., unless otherwise noted

**Location:** 315 N.E. 3 Avenue, Suite 202

**Liaison:** Dave Desmond, Pension Administrator (954-828-5171)

**Ex-Officio:** Lynda Flynn, Interim Director of Finance, Finance Department (954-828-5165)

## HISTORIC PRESERVATION BOARD

**MEMBERSHIP:** The board shall consist of eleven members. To the extent possible, one member shall be a registered architect; four members shall be from one of the following occupations: architect, historian, real estate agent, real property appraiser, planner, engineer, building contractor, lawyer, landscape architect and banker or financial institution officer, and remaining members shall be from other segments of the community. Each member shall serve a three-year term. Maximum number of terms that can be served: **two consecutive three-year terms.** A majority of the members shall **constitute a quorum.**

**PURPOSE:** Implement the city's historic preservation regulations which promote the cultural, economic, educational and general welfare of the people of the city and of the public generally through the preservation and protection of historically or architecturally worthy structures.

**HISTORY:** Land development regulations, Section 47-32. Ordinance C-75-29, which amended Chapter 47 by adding Section 47-23.13. Ordinance No. C-84-86 amended Sec. 47-23.13.2 to expand the board membership from seven to nine members, establish an annual election for board chairman and vice chairman, and increase the concurring vote pertaining to approvals of certificates of appropriateness from four to five votes. Ordinance C-86-105 amended Sections 47-23.13.1, 2, 3, 5, 8, and 9 requiring that whenever possible, members must hold specified occupations; providing guidelines for determining when a structure, site, or area should be designated as historic by the city commission, including application procedures; providing new procedures and guidelines for the issuance of certificates of appropriateness; providing new procedures for determining non-compliance with Section 47-23.13; providing a penalty for failure to comply with the provisions of Section 47-23.13 or with a certificate of appropriateness as issued by the historic preservation board; and adding a new Section 47-23.13.2.1 (definitions). Ordinance No. C-89-36 amended Sec. 47-23.13.2 to expand the board membership from nine to eleven members. Ordinance No. C-98-2 amended Section 47-32.7 and 47-26.B to change the voting requirements, quorum and the process for appeal to the city commission. Ordinance No. C99-14 amended Section 47-32.4 and 47-32.6 regarding vacancies on the board and expansion of the board's powers and duties.

**NOTE:** Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## HISTORIC PRESERVATION BOARD - CONTINUED

Meeting Date: First Monday, 5:00 p.m., unless otherwise noted  
Location: City Hall, 1<sup>st</sup> Floor Commission Chambers  
Liaison: Anthony Fajardo, Planner III, Planning and Zoning Dept. (954-828-5984)

## HOUSING AUTHORITY OF THE CITY OF FORT LAUDERDALE, BOARD OF COMMISSIONERS

MEMBERSHIP: Provides membership of five, with appointments to be made by Mayor. Members known as Commissioners of the Housing Authority of the City of Fort Lauderdale, Florida, and serve two consecutive four-year terms. A majority of the commissioners shall **constitute a quorum** of the authority for the purpose of conducting its business and exercising its powers and for all other purposes. **Action may be taken by the authority upon a vote of a majority of the commissioners present**, unless in any case the bylaws of the authority require a larger number.

PURPOSE: To discover, assess and determine the need for sanitary, clean, dwelling accommodations for low-income groups; to make plans for low-income housing; to make rules and regulations pertaining to minimum standards for housing and enforce same.

HISTORY: Created 5/28/38, Resolution No. 407; State Statutes Sec. 421.05.

Meeting Date: Second Thursday, 5:00 p.m., unless otherwise noted  
Location: 437 S.W. 4 Avenue  
Liaison: Tam English, Executive Director (954-525-6444 X106)

## INSURANCE ADVISORY BOARD

MEMBERSHIP: The board shall consist of seven members. Each member shall serve a one-year term. Maximum number of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

PURPOSE: Review all aspects of the City's insurance program and needs and make recommendations to the city commission thereon.

HISTORY: City Code, Section 2-246. Ordinance C-09-05 amended quorum.  
Meeting Date: First Wednesday, 8:00 a.m., unless otherwise noted.  
Location: City Hall, 8<sup>th</sup> Floor Conference Room  
Liaison: Guy Hine, Risk Manager, Finance Department (954-828-5494)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## MARINE ADVISORY BOARD

**MEMBERSHIP:** There is no limitation on the maximum number of members that may be appointed by the city commission. Each member shall serve a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms**. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Study and recommend to city commission on all phases of operation, activities, regulations, advertising and publicity of the waterways of the City.

**HISTORY:** City Code, Sections 8-31, 32, 33, 34. Ordinance C-09-05 amended quorum.

**Meeting Date:** First Thursday, 7:00 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Andrew Cuba, Manager, Marine Facilities (954-828-5236)  
Business Enterprises Department

## NORTHWEST-PROGRESSO-FLAGLER HEIGHTS REDEVELOPMENT BOARD

**MEMBERSHIP:** The board shall consist of fifteen members. In order to create the staggered terms in 2001, five members will be appointed for one-year term, five members for two-year terms, and five members for three-year terms; thereafter, all members will be appointed for three-year terms. Maximum number of terms that can be served: **three consecutive three-year terms**. In making appointments, consideration should be given to seeking representatives as follows: 1) Ten members from the Northwest area and five members from the Progresso and Flagler Heights area who reside, engage in business or both in the respective areas; 2) a financier or banker, an architect, an engineer, an educator, a law enforcement professional, social worker; 3) a person experienced in real estate sales and development; 4) an urban planner or design professional; and 5) a building contractor. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** To review the Plan for the NPFCA and recommend any changes to the plan. To make recommendations regarding the exercise of the city commission's powers as a community redevelopment agency in order to implement the plan and carry out and effectuate the purposes and provisions of Chapter 61-2165, Laws of Florida and Section 163.330 through 163.450, Florida Statutes in the NPFCA. To receive input from members of the public interested in redevelopment of the NPFCA and to report such information to the city commission.

**HISTORY:** Established as an advisory board by Ordinance C-96-23. Ordinance C-01-14 amended the terms from one-year to three-year staggered terms, and term limits to three consecutive three-year terms effective with the May 21, 2001 appointments. Ordinance C-09-05 amended quorum.

**Meeting Date:** Fourth Wednesday, 3:30 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Sandra Doughlin, Clerk III, Community Redevelopment Department  
(954-828-4518)  
Alfred Battle, Director of Community Redevelopment Agency (954-828-8952)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## NUISANCE ABATEMENT BOARD

**MEMBERSHIP:** The board shall consist of five members and two alternate members. Each member shall be appointed for a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms.**

**PURPOSE:** To promote, protect, and improve the health, safety, and welfare of the citizens by imposing administrative fines and other non-criminal penalties in order to provide an equitable, expeditious, effective, and inexpensive method of enforcing ordinances under circumstances when a pending or repeated violation continues to exist.

**HISTORY:** City Code, Sections 2-255 and 2-256.

**Meeting Date:** Second Thursday, 7:00 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Sergeant Hugo Fontalvo, Police Dept. (954-828-6623)

## PARKS, RECREATION AND BEACHES BOARD

**MEMBERSHIP:** There is no limitation on the maximum number of members that may be appointed by the city commission. Each member shall serve for a term of one year. Maximum number of terms that can be served: **six consecutive one-year terms.** A majority of the membership shall **constitute a quorum.**

**PURPOSE:** To study and advise the city commission on all matters pertaining to the use, maintenance, acquisition, rules and regulations of the parks and recreation facilities of the City.

**HISTORY:** City Code, Section 19-31. Ordinance C-09-05 amended quorum.

**Meeting Date:** Fourth Wednesday, 7:00 p.m., unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Stacey Daley, Parks and Recreation (954-828-5721)  
Terry Rynard, Parks and Recreation Assistant Director (954-828-5804)

## PERFORMING ARTS CENTER AUTHORITY

**MEMBERSHIP:** The city commission to appoint two members to the Authority. **Each term shall be for four years and members are exempt from term limits.** A majority of the membership of the authority shall constitute a quorum.

**PURPOSE:** The function and responsibility of the Performing Arts Center Authority shall be to perform the duties prescribed by Chapter 2005-335 (House Bill No. 1361).

**HISTORY:** Chapter 2005-335 (House Bill No. 1361). Ordinance No. C-98-34 adopted on July 7, 1998 exempts the city commission's appointments to the Performing Arts Center Authority from term limits. Resolution No. 84-167 adopted on July 3, 1984, provides for the city commission to appoint two members to the Authority, effective July 4th.

**Meeting Date:** First Thursday, 8:00 a.m., unless otherwise noted

**Location:** Performing Arts Center, 201 S.W. 5 Avenue

**Liaison:** Dianne Leonard, Performing Arts Center Authority (954-468-3339)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## PLANNING AND ZONING BOARD

**MEMBERSHIP:** The board shall consist of nine members, a resident, and a qualified elector of the City. Each member shall serve for a three year term. Maximum number of terms that can be served: **two consecutive three-year terms**. The board shall elect from its members a chairperson and a vice-chairperson at an annual election held in June of each year who shall serve for terms of one year and who shall be eligible for reelection. Except for the provisions of the charter in regard to the adoption of changes in the City comprehensive plan, a **quorum of this board shall be five members**, and a majority vote of a quorum shall be required for a decision on any matter before the board. If a **quorum is not present no meeting shall be held** and any items of business shall be continued to the next regular meeting of the board.

**PURPOSE:** Act in an advisory capacity to the city commission, conduct investigations and hold public hearings upon all proposals to change zoning regulations or to vacate and abandon streets and alleys; study any existing city plans with the view to improve same so as to provide for development, general improvement and probable future growth of the city, and from time to time make recommendations to the city commission for changes in the comprehensive plan; review and recommend approval or disapproval all plats to be presented to the city commission; perform such other duties as may from time to time be assigned by the city commission or prescribed by ordinance.

**HISTORY:** City Code, Section 47-30.

**Meeting Date:** Third Wednesday, 6:30 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Sue Cogswell, Secretary III, Planning and Zoning Department (954-828-5259)  
Greg Brewton, Planning and Zoning Director (954-828-5266)

## POLICE AND FIREFIGHTERS RETIREMENT SYSTEM, BOARD OF TRUSTEES

**MEMBERSHIP:** City Code Section 20-126 (Ordinance C-72-94) provides for seven members; amended by Ordinance No. C-98-65 and Ordinance C-02-34 amended appointment of members as such that the seventh member is appointed by the board with city commission approval. Therefore, the board is made up as follows: Two elected Fire Department employees; two elected Police Department employees; two appointed by the Mayor with the approval of the city commission; and one appointed by the Board with the approval of the city commission. Chairman and vice-chairman elected by board. The finance director of the City shall be a ex-officio non-voting member of the board. **Four members constitute a quorum** (20-132(i)). Terms are for two years.

**PURPOSE:** To administer the Pension Plan of the City for the Police and Firefighters employees.

**Meeting Date:** Second Wednesday, 12:30 PM, unless otherwise noted

**Location:** 888 South Andrews Avenue, Suite 202

**Liaison:** Lynn Wenguer, Pension Administrator (954-828-5733)

**Ex-Officio:** Lynda Flynn, Interim Director of Finance, Finance Department (954-828-5165)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## SHORT TERM RESIDENTIAL USE COMMITTEE

**MEMBERSHIP:** The committee shall consist of ten members. The Mayor and each City Commissioner shall appoint two residents of the City of Fort Lauderdale. Each member shall serve a one-year term. A majority of the appointed members shall **constitute a quorum**. Maximum number of terms that can be served: **six consecutive one-year terms**.

**PURPOSE:** Define parameters for use of residentially zoned property in light of protecting neighborhood tranquility and peaceful enjoyment of residential property. The committee shall make recommendations to the city commission at such time as it is directed to do so by the City Commission.

**HISTORY:** Established as a committee by Resolution 09-304.

**Meeting Date:** Fourth Thursday, 3:30 PM, unless otherwise noted

**Location:** City Hall, 8<sup>th</sup> Floor Conference Room

**Liaison:** Adrienne Ehle, Planner III, Planning and Zoning Department (954-828-5798)

## UNSAFE STRUCTURES AND HOUSING APPEALS BOARD

**MEMBERSHIP:** The board shall consist of nine members, as follows: a registered engineer, a registered architect, a general building contractor, an electrical contractor, an attorney at law, a plumbing contractor, a real estate appraiser, a real estate property manager, and citizen with experience and background in the field of social problems. Members shall be permanent residents of the City, who possess outstanding reputations for civic activity, interest, integrity, responsibility and business or professional ability. Each member shall serve for a term of three years. Maximum number of terms that can be served: **two consecutive three-year terms**. That **five members shall constitute a quorum** and decisions shall require the concurring votes of not less than four of the members present.

**PURPOSE:** Is to establish uniform minimum standards for the occupancy of dwelling, hotel and rooming structures and for uniform minimum standards for the maintenance of the premises occupied or adjacent to such structures, including vacant lots and the premises of business establishments located in proximity thereto.

**HISTORY:** City Code Section 9-258. Ordinance C-90-4 amends the name of the board to Unsafe Structures Board. Ordinance C-75-116 amends the composition of the board to provide that after the initial terms have been served, all appointments shall be for a term of three years. Appointments to fill any vacancy shall be for the remainder of the unexpired term.

**Meeting Date:** Third Thursday, 3:00 p.m., unless otherwise noted

**Location:** City Hall, 1<sup>st</sup> Floor Chambers

**Liaison:** Brian McKelligett, Administrative Assistant II, Building Services (954-828-5911)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.

## UTILITY ADVISORY COMMITTEE

**MEMBERSHIP:** The committee shall consist of fifteen members that live or work within the corporate limits of the City of Fort Lauderdale. Each Commissioner shall nominate three members. The City Manager or his/her designee shall serve as ex-officio member. Persons with various qualifications be represented including: community, engineering, planning and commercial interests. A majority of the membership shall **constitute a quorum**.

**PURPOSE:** Advise the city commission on the activities of the utilities in the City; recommend administrative procedures that ensure the purpose and intent of the utilities' franchise agreements are met; and hear citizen, neighborhood, and community concerns or complaints about the services of the utilities and recommend appropriate action to the City Commission and City Administration.

**HISTORY:** (formerly known as the FPL Citizen Advisory Committee) - created at the February 26, 2002 conference meeting and formally named the Utility Advisory Committee on February 4, 2003 (see Resolution No. 03-17). Resolution No. 04-12 extended terms to December 31, 2004; Resolution No. 05-18 extended terms to December 31, 2005; Resolution No. 05-222 extended terms to December 31, 2006; Resolution No. 06-201 extended terms to December 31, 2007; Resolution No. 07-259 extended terms to December 31, 2008; Term was extended via Resolution No. 09-07 to December 31, 2009 and the city commission hereby authorizes the existence of a Tree Subcommittee shall consist of seven members and Infrastructure Subcommittee shall consist of nine members of the Utility Advisory Committee and appointed by the Utility Advisory Committee to hereby exist for a period terminating December 31, 2009. Terms were extended via Resolution No. 10-13 to December 31, 2010 for Utility Advisory Committee, and the Tree Subcommittee shall consist of three members of the Utility Advisory Committee, to be appointed by the Utility Advisory Committee.

**Meeting Date:** Fourth Tuesday, 6:30 p.m., unless otherwise noted  
**Location:** City Hall, 8<sup>th</sup> Floor Conference Room  
**Liaison:** Peter Partington, City Engineer (954-828-5240)  
**Ex-Officio:** Allyson C. Love, Acting City Manager (954-828-5853)

## VISIONING COMMITTEE

**MEMBERSHIP:** The committee shall consist of eleven members who reside or work within City corporate limits. A majority of the appointed members shall **constitute a quorum**. Each member of the city commission shall appoint two members including at least one member from each district and one member by consensus of the city commission. The committee shall commence on December 15, 2009 and **terminate on December 31, 2011**.

**PURPOSE:** Develop and recommend to the city commission an initial model plan that outlines a process to seek the perspectives of under-represented individuals so that a citywide vision will reflect the hopes and viewpoints of all residents in the City of Fort Lauderdale; and to organize a broad based, community focused process and produce a vision plan for the next century that will guide the city commission in their policy and decision making.

**HISTORY:** Established as a committee by Resolution 09-303.

**Meeting Date:** Second Tuesday, 4:00 p.m., unless otherwise noted  
**Location:** City Hall, 8<sup>th</sup> Floor Conference Room  
**Liaison:** Shannon Vezina, Public Information Office (954-828-4743)

NOTE: Meeting dates and locations are subject to change. Please contact the respective board liaison or the City Clerk's Office for confirmation.