

PROPOSED ORDINANCE NO. 2024-10

ORDINANCE NO. 2025

AN ORDINANCE OF THE CITY OF PEMBROKE PINES, FLORIDA; AMENDING CHAPTER 32 OF THE CITY CODE OF ORDINANCES ENTITLED "DEPARTMENTS, BOARDS, AND COMMISSIONS"; SPECIFICALLY CREATING SECTION 32-146, ENTITLED "CITIZEN BUDGET ADVISORY BOARD"; PROVIDING FOR COMPOSITION; PROVIDING OBJECTIVES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, as the City of Pembroke Pines continues to grow and further evolve, the City Commission understands that it is important to receive continued and direct citizen input from a City board created to consider and recommend priorities of the citizens and residents of Pembroke Pines related to the City's annual budget; and

WHEREAS, the City Commission desires to create the Citizen Budget Advisory Board for the purpose of making recommendations to the Mayor and City Commission on matters related to the City's annual budget; and

WHEREAS, the City Commission believes that the creation of the Citizen Advisory Board is in the best interest of the health, welfare, and safety of the citizens and residents of Pembroke Pines.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA:

Section 1. The foregoing "WHEREAS" clauses are hereby ratified and confirmed as being true and correct and are hereby made a specific part of this Ordinance.

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CODING: Words in ~~strike-through~~ type are deletions from existing law;  
Words in underlined type are additions.

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**Section 2.** The City Commission of the City of Pembroke Pines, Florida, hereby amends Chapter 32 of the City of Pembroke Pines Code of Ordinances entitled “Departments, Boards, and Commissions” by specifically creating Sec. 32.146 entitled “Citizen Budget Advisory Board” as follows:

**“CITIZEN BUDGET ADVISORY BOARD”**

**§ 32.146 ESTABLISHMENT AND INTENT**

There is hereby established the Pembroke Pines Citizen Budget Advisory Board (the “Board”), which shall serve in an advisory capacity to the City Commission.

**§ 32.147. COMPOSITION AND EX-OFFICIO MEMBERS; APPOINTMENT OF MEMBERS; QUORUM**

- (A) The Citizen Budget Advisory Board shall consist of eleven (11) members. Additionally, the following ex-officio members shall serve as nonvoting members and participants on the board: the City Manager, the Finance Director, and the Budget Director, or their respective designees, a member of the Pembroke Pines Police Department and a member of the Pembroke Pines Fire Department, as designated by their respective bargaining units.
- (B) Each member of the City Commission shall appoint two (2) members to the Citizen Budget Advisory Board, with the Mayor appointing three (3) members.

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(1) The Mayor shall appoint at least one (1) member to the Citizen Budget Advisory Board who has demonstrated through practice, profession, or education to possess a specialized knowledge and understanding of budgetary or financial matters and affairs reasonably related to the City's budget. Examples of the requisite practice, profession, and education include educational degrees earned or direct practical experience in one of the following or related subject matters and careers: finance, economics, accounting, business administration and budget analyst.

(C) Six (6) members in attendance shall constitute a quorum of the Citizen Budget Advisory Board.

**§ 32.148. DUTIES, RESPONSIBILITIES, AND EXCLUSIONS**

(A) The purpose and duties of the Citizen Budget Advisory Board shall be as follows:

(1) To provide the City Commission with recommendations and input regarding the wants, needs, and expectations of the citizens and residents of Pembroke Pines for the City's annual budget.

(2) To analyze and review City budget-related information including, but not limited to, the City Budget, an advanced copy of which shall be concurrently provided to the Board and City Commission, the City's Annual Comprehensive Financial Report, and other financial and budget-related

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reports provided to the Board by the City Manager in order for the Board to offer input to the City Commission regarding the City's millage rate and other rates to be included in the annual Broward County Property Appraiser's Notice of Proposed Property Taxes.

(3) To submit recommendations, including recommendations made by the board's annual report to the City Commission, to be evaluated by the Commission ahead of its consideration of the budget for the next fiscal year.

(4) To advise the City Commission on matters related to the levels of different services provided by the City and its budget priorities.

(B) The Board shall not make recommendations to the City Commission on the following matters:

(1) Matters pertaining to the City's Pension Trust Funds and Other Post Employment Benefit Trust Fund (OPEB), which are administered by their own boards; and

(2) Matters pertaining to collective bargaining, which is governed by state law.

**§ 32.149. MEETINGS**

The Citizen Budget Advisory Board shall meet at least once per month or on an as-needed basis.

**Section 3.** All Ordinances or parts of Ordinances in conflict herewith be and the same are repealed to the extent of such conflict.

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**Section 4.** If any clause, section, or other part or application this Ordinance shall be held by any Court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

**Section 5.** This Ordinance shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED BY THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA, ON THE FIRST READING, THIS 21<sup>ST</sup> DAY OF AUGUST, 2024.

PASSED ADOPTED BY THE CITY COMMISSION OF THE CITY OF PEMBROKE PINES, FLORIDA, ON THE SECOND AND FINAL READING, THIS 4<sup>TH</sup> DAY OF SEPTEMBER, 2024.

CITY OF PEMBROKE PINES, FLORIDA

By:   
MAYOR ANGELO CASTILLO

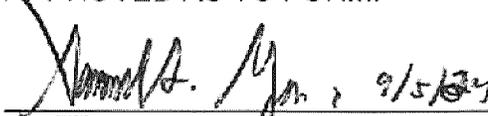
ATTEST:

  
DEBRA ROGERS, CITY CLERK

CASTILLO AYE

GOOD AYE

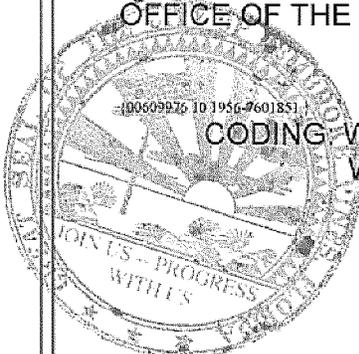
APPROVED AS TO FORM:

 9/5/24  
OFFICE OF THE CITY ATTORNEY

HERNANDEZ AYE

RODRIGUEZ AYE

SCHWARTZ AYE



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# City of Pembroke Pines, FL

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Pembroke Pines, FL  
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## Agenda Request Form

**Agenda Number: 13.**

<b>File ID:</b> 2024-10	<b>Type:</b> Ordinance	<b>Status:</b> Passed
<b>Version:</b> 2	<b>Agenda Section:</b>	<b>In Control:</b> City Commission
<b>Short Title:</b> Proposed Ordinance No. 2024-10 - Citizen Budget Advisory Board		<b>File Created:</b> 07/25/2024 <b>Final Action:</b> 09/04/2024

**Title:** MOTION TO PASS PROPOSED ORDINANCE NO. 2024-10 ON SECOND READING AND FINAL READING.

PROPOSED ORDINANCE NO. 2024-10 IS AN ORDINANCE OF THE CITY OF PEMBROKE PINES, FLORIDA; AMENDING CHAPTER 32 OF THE CITY CODE OF ORDINANCES ENTITLED "DEPARTMENTS, BOARDS, AND COMMISSIONS"; SPECIFICALLY CREATING SECTION 32-146, ENTITLED "CITIZEN BUDGET ADVISORY BOARD"; PROVIDING FOR COMPOSITION; PROVIDING OBJECTIVES; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

**\*Agenda Date:** 09/04/2024

**Enactment Date:** 09/04/2024

**Agenda Number:** 13.

**Enactment Number:** 2025

**Internal Notes:**

**Attachments:** 1. ORD 2024 -10- Citizen Budget Advisory Board (REDLINE) (00618378xC4B6A), 2. ORD 2024-10 - Citizen Budget Advisory Board (00618260xC4B6A)with Revised, 3. Business Impact Statement

**Related Files:**

- |   |   |            |                       |  |
|---|---|------------|-----------------------|--|
| 1 | City Commission   | 08/07/2024 | deferred              | Pass   |
|   | <b>Action Text:</b> This Ordinance was deferred to a time certain of August 21, 2024. |            |                       |  |
|   |   |            | Aye: - 5              | Mayor Castillo, Vice Mayor Good Jr., Commissioner Rodriguez, Commissioner Schwartz, and Commissioner Hernandez |
|   |   |            | Nay: - 0              |  |
| 2 | City Commission   | 08/21/2024 | pass on First Reading | Pass   |

**Action Text:** A motion was made by Commissioner Schwartz, seconded by Vice Mayor Good Jr., to amend Proposed Ordinance No. 2024-10 on First Reading, to include two non-voting ex officio members, one active firefighter designated by the International Association of Fire Fighters (IAFF) and one active Police Officer designated by the Fraternal Order of Police (FOP) labor representatives, from the City of Pembroke Pines to the Citizen Advisory Board. The motion carried by the following vote:

Aye: - 5 Mayor Castillo, Vice Mayor Good Jr., Commissioner Rodriguez,  
Commissioner Schwartz, and Commissioner Hernandez  
Nay: - 0

2 City Commission 09/04/2024 adopt on Second and Final Reading Pass

**Action Text:** A motion was made by Vice Mayor Good Jr., seconded by Commissioner Rodriguez, to adopt Proposed Ordinance 2024-10 on Second and Final Reading. The motion carried by the following vote:

Aye: - 5 Mayor Castillo, Vice Mayor Good Jr., Commissioner Rodriguez,  
Commissioner Schwartz, and Commissioner Hernandez  
Nay: - 0

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**SUMMARY EXPLANATION AND BACKGROUND:**

1. On June 5, 2024, Mayor Castillo introduced an item to discuss the creation of a Citizens Budget Advisory Board, as a standing Citywide Advisory Board, to review City budgets, spending, trends and financial information, and offer citizen advice regarding same to the city commission.
2. Excluded from their authority would be Pension and Other Post-Employment Benefit (OPEB) Trust Funds that are under the administration of a separate Board of Trustees and Collective Bargaining which is governed by state law.
3. On first reading Commission voted to add 2 additional ex-officio members, one from the Police bargaining unit and one from the Fire bargaining unit.
4. Motion to adopt Proposed Ordinance 2024-10 on second and final reading.

**FINANCIAL IMPACT DETAIL:**

- a) **Initial Cost:** None
- b) **Amount budgeted for this item in Account No:** Not Applicable
- c) **Source of funding for difference, if not fully budgeted:** Not Applicable
- d) **5 year projection of the operational cost of the project:** Not Applicable
- e) **Detail of additional staff requirements:** Not Applicable

**FEASIBILITY REVIEW:**

*A feasibility review is required for the award, renewal and/or expiration of all function sourcing contracts. This analysis is to determine the financial effectiveness of function sourcing*

services.

**a) Was a Feasibility Review/Cost Analysis of Out-Sourcing vs. In-House Labor Conducted for this service?** Not Applicable.

**b) If Yes, what is the total cost or total savings of utilizing Out-Sourcing vs. In-House Labor for this service?** Not Applicable.

**BUSINESS IMPACT ESTIMATE:**

*Pursuant to Section 166.041, F.S., a Business Impact Estimate (BIE) must be prepared for certain ordinances that impact the operations of local businesses.*

**a) Is a Business Impact Estimate (BIE) Form attached to this Ordinance?** Yes.

**b) Is this Ordinance exempt from requiring an Business Impact Estimate (BIE)?** No.