

**PROPOSED**

## RESOLUTION NO.

1 A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BROWARD  
2 COUNTY, FLORIDA, PERTAINING TO TECHNICAL AMENDMENTS; AMENDING OR  
3 REPEALING VARIOUS SECTIONS OF THE BROWARD COUNTY ADMINISTRATIVE  
4 CODE ("ADMINISTRATIVE CODE"); AND PROVIDING FOR SEVERABILITY,  
5 INCLUSION IN THE ADMINISTRATIVE CODE, AND AN EFFECTIVE DATE.

6  
7 WHEREAS, various provisions of the Broward County Administrative Code use  
8 outdated terminology or references to programs or procedures that are no longer in use  
9 or that may not fully reflect the intent and effect of those provisions; and

10 WHEREAS, this Resolution makes limited technical amendments to those  
11 provisions to update the outdated terminology and more accurately reflect the intent and  
12 effect of those provisions, NOW, THEREFORE,

13 BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF  
14 BROWARD COUNTY, FLORIDA:

15 Section 1. Section 1.11 of the Broward County Administrative Code is hereby  
16 amended to read as follows, with the subsequent paragraphs relettered accordingly:

17 **1.11. County Administrator—Functions; Responsibilities.**

18 The County Administrator shall:

19 . . .

~~w. Appoint a Minority Business Enterprises Liaison Officer and such support staff as may be necessary and proper to administer the Minority Business Enterprise Affirmative Action Program.~~

. . .

Section 2. Section 12.225 of the Broward County Administrative Code, regarding the Small Business Development Advisory Board, is hereby amended to read as follows:

**12.225. Appointment and Composition.**

a. The Advisory Board shall be composed of eleven (11) voting members appointed by the Board of County Commissioners. Each Advisory Board member shall serve a four-year term and, after expiration of the term, may continue to serve until a successor is appointed. Two (2) of the eleven (11) members shall be at large positions and may be nominated by any County Commissioner. ~~For the remaining nine (9) members, each County Commissioner shall nominate one (1) member from one (1) of~~ will be nominated based on the following categories, with each County Commissioner nominating one (1) member utilizing the County's advisory board categorical draw process:

- ~~1. Minority-owned or controlled small businesses;~~
- ~~2. Woman-owned or controlled small businesses;~~
- ~~3. Small or emerging businesses (two members);~~
2. New, aspiring, or recent first-time business owners (two members);
- ~~4. 3. Prime contractors (one member);~~
- ~~5. 4. Architectural or engineering consulting firms (one member);~~

- 43        ~~6.~~ 5.        Financial institutions (one member);
- 44        ~~7.~~ 6.        Small business technical assistance organizations (one member);
- 45        ~~8.~~        ~~Organizations composed of, or created to advocate for, minority-owned~~
- 46                    ~~businesses;~~ and
- 47        ~~9.~~ 7.        Organizations composed of, or created to advocate for, ~~woman-owned~~
- 48                    small or emerging businesses (one member).

49        . . .

50            Section 3.    Section 12.246 of the Broward County Administrative Code,

51 regarding the Broward County Planning Council, is hereby amended to read as follows:

52    **12.246.        Council Membership and Terms of Office.**

53        . . .

54            c.        Each Commissioner shall nominate two (2) individuals to serve on the

55 Planning Council, subject to approval by a majority vote of the County Commission. With

56 respect to each Commissioner's appointments, one (1) appointee shall be an elected

57 municipal official of a municipality within the Commissioner's District. Each municipality

58 within a Commission District may submit the name of one of its elected officials for

59 consideration by the nominating Commissioner. ~~In submitting the name of a municipal~~

60 ~~official, each municipality shall give deference to the Commission's diversity policies~~

61 ~~regarding ethnicity, gender or race.~~ The appointment shall be made from the elected

62 municipal officials submitted by the municipalities. If ~~all~~ none of the municipalities within

63 a Commission District ~~do not~~ submit a name, the Commissioner may appoint a member

64 in accordance with the provisions of Section 8.02 of the Charter ~~in order to further the~~

65 ~~Commission's diversity policies.~~ If no qualified elected municipal official is willing to accept

such appointment, then the seat will be filled by an elector from the district who is not an elected public official. One (1) appointee shall be an elector not holding an elected public office who resides in the Commissioner's District.

...

Section 4. Section 14.58 of the Broward County Administrative Code, regarding civil service recruitment, is hereby repealed in its entirety.

Section 5. Section 14.255 of the Broward County Administrative Code is hereby amended to read as follows:

**14.255. Employee Responsibilities and Rights.**

Employees have a responsibility to exercise prudent behavior in the conduct of their duties and to perform in a competent, ethical, and honest manner consistent with County policies and procedures. Employees also have a responsibility to conduct themselves in a manner ~~which~~ that does not ~~exhibit~~ constitute unlawful discrimination as ~~set forth in the County's Affirmative Action program and Civil Service Rules and Regulations.~~ Eligible employees ~~shall~~ have the right to use the procedures set forth herein to resolve grievances and to appeal disciplinary actions as herein defined.

Section 6. Section 14.275 of the Broward County Administrative Code, regarding the Affirmative Action Plan, is hereby repealed in its entirety.

Section 7. Section 26.14 of the Broward County Administrative Code is hereby amended to read as follows:

**26.14. News-General Merchandise-Book Store-Specialty Retail Shops (Except Duty Free).**

a. *General Description of Privileges:* The exclusive right to sell news, tobacco, sundry items, gifts, and general merchandise (except duty free merchandise) in the Terminal complex and the obligation to provide, within its leasehold premises, the maximum opportunity for ~~minority~~ participation of certified business entities and small business entities in accordance with the County's adopted ~~Minority Business Enterprise Program~~ Broward County Business Opportunity Act.

...

Section 8. Section 27.230 of the Broward County Administrative Code is hereby amended to read as follows:

**27.230. Nondiscrimination Requirements.**

a. The Housing Finance Division shall not discriminate on the basis of race, creed, religion, color, age, sex, ~~sexual orientation~~, marital status, familial status, national origin, or disability in the selection of recipients of contracts or assistance under the SHIP Program.

...

**Section 9. Severability.**

If any portion of this Administrative Code Resolution is determined by any court to be invalid, the invalid portion will be stricken, and such striking will not affect the validity of the remainder of this Administrative Code Resolution. If any court determines that this

Administrative Code Resolution, in whole or in part, cannot be legally applied to any individual, group, entity, property, or circumstance, such determination will not affect the applicability of this Administrative Code Resolution to any other individual, group, entity, property, or circumstance.

Section 10. Inclusion in the Broward County Administrative Code.

It is the intention of the Board of County Commissioners that the provisions of this Administrative Code Resolution become part of the Broward County Administrative Code as of the effective date. The sections of this Administrative Code Resolution may be renumbered or relettered and the word “resolution” may be changed to “section,” “article,” or such other appropriate word or phrase to the extent necessary to accomplish such intention.

## Section 11. Effective Date.

This Administrative Code Resolution is effective upon adoption.

ADOPTED this            day of            , 2025.

**PROPOSED**

Approved as to form and legal sufficiency:  
Andrew J. Meyers, County Attorney

By: /s/ Joseph K. Jarone 07/29/2025  
Joseph K. Jarone (date)  
Senior Assistant County Attorney

By: /s/ René D. Harrod 07/29/2025  
René D. Harrod (date)  
Chief Deputy County Attorney

JKJ/mb  
Technical Admin Code Amendments  
07/29/2025  
#1177602.9

Coding: Words ~~stricken~~ are deletions from existing text. Words underlined are additions to existing text.