

RESOLUTION NO. 25R-04-89

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL CONFIRMING THAT THE FINANCE DEPARTMENT OF CITY OF LAUDERHILL IS SOLELY RESPONSIBLE FOR MANAGING ALL OF GRANT FUNDS RECEIVED BY THE CITY; DIRECTING THE CITY MANAGER OR DESIGNEE TO ESTABLISH POLICIES FOR THE APPLICATION AND MANAGEMENT OF GRANT FUNDS TO ENSURE COMPLIANCE WITH GRANT REQUIREMENTS, POLICIES OF THE CITY, AND CODE OF ORDINANCES OF THE CITY OF LAUDERHILL; PROHIBITING THE MANAGEMENT OF GRANT FUNDS BY OTHER DEPARTMENTS OR INDIVIDUALS OUTSIDE THE FINANCE DEPARTMENT; PROVIDING THE INTERIM CITY MANAGER AND INTERIM CITY ATTORNEY WITH THE AUTHORITY TO DO ALL THINGS NECESSARY TO EFFECTUATE THIS RESOLUTION AND PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY VICE MAYOR SARAI “RAY” MARTIN).

WHEREAS, pursuant to Section 2-212 of the City Code, the Finance Department has the following duties and responsibilities (i) coordination of all financial affairs of the City; (ii) direct all fiscal activities of the City; (iii) direct responsibility for all accounting, purchasing, and budgeting functions of the City; (iv) the filing of any and all financial records to any governmental agency of the state or federal government; and (v) maintenance of all funds and accounts, including but not limited to all funds and accounts created for the City’s outstanding bond issues; and

WHEREAS, pursuant to Section 6.06 of the City Charter, the City Manager is responsible for supervising the administration of all departments in the City, including the Finance Department, and is also responsible for submitting to the City Commission a complete report on the finances of the City; and

WHEREAS, based on a report submitted to the City Commission on or about April 17, 2024, the City Manager found that the City did not seek timely reimbursement of approximately \$1.6 Million Dollars relating to a grant, and the failure to seek reimbursement has revealed the need for the City to adopt grant management policies to prevent such failure in the future, and a copy of the City Manager’s report is attached as Exhibit “A”; and

WHEREAS, since grant funds offer local governments with opportunities to fund city programs that might otherwise be unavailable due to lack of funding, the City Commission of the City of Lauderhill believes that it is in the best interest of the City to direct the City Manager to adopt administrative grant policies to ensure the success of the City’s grant program; and

WHEREAS, the City Commission of the City of Lauderhill believes that it is in the best interest of the City to prohibit the management of grant funds by other departments or individuals outside the Finance Department to ensure fiscal responsibility.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF LAUDERHILL, THAT:

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 Resolution.

SECTION 2. The City Commission hereby confirms that the Finance Department of the City of Lauderhill is solely responsible for managing all of the grant funds received by the City of Lauderhill, and such funds shall be used in compliance with the grant requirements and directives of the entire City Commission. The City Commission further confirms that all grant funds received by the City as a grant recipient are grant funds of the City, and such grant funds shall be solely managed by the Finance Department, and the City Manager shall be responsible for ensuring that all grant funds are allocated to applicable programs of the City consistent with the grant requirements.

SECTION 3. The City Commission hereby directs the City Manager to establish policies for the application and management of grant funds to ensure compliance with grant requirements, policies of the City, and Code of Ordinances of the City. The grant policies shall include but are not limited to policies creating a budget for grants and tracking grants in the City’s financial system, identifying the essential components of the grant, identifying requirements associated with the grants, identifying funds for reimbursement and matching fund grants, and identifying procedures for closing out a grant.

SECTION 4. Notwithstanding any other directives or policies adopted, the City Commission declares that the Finance Department shall solely manage grant funds, and other departments, entities, individual members of the City Commission, and individuals outside the Finance Department are prohibited from managing of grant funds or directing the allocation of grant funds to particular projects or programs.

SECTION 5. The City Commission hereby authorizes the Interim City Manager and Interim City Attorney to do all things necessary to effectuate this Resolution.

SECTION 6. This Resolution shall take effect immediately upon its passage.

PASSED AND APPROVED this _____ day of _____, 2025.

DENISE D. GRANT, MAYOR
PRESIDING OFFICER

ATTEST:

ANDREA M. ANDERSON, MMC
CITY CLERK

MOTION _____
SECOND _____

R. CAMPBELL _____
M. DUNN _____
D. GRANT _____
J. HODGSON _____
S. MARTIN _____

Approved as to Form

Hans Ottinot
Interim City Attorney