



## Hallandale Beach Community Redevelopment Agency Agenda Cover Memo

<b>Meeting Date:</b>	October 21, 2019		<b>Item Type:</b> (Enter X in box)	<b>Resolution</b> <b>X</b>	<b>Ordinance</b>	<b>Other</b>	
<b>Fiscal Impact:</b> (Enter X in box)	<b>Yes</b>	<b>No</b>	<b>Ordinance Reading:</b> (Enter X in box)	<b>1st Reading</b>		<b>2nd Reading</b>	
		<b>X</b>	<b>Public Hearing:</b> (Enter X in box)	<b>Yes</b>	<b>No</b>	<b>Yes</b>	<b>No</b>
					<b>X</b>		
<b>Funding Source:</b>	N/A		<b>Advertising Requirement:</b> (Enter X in box)	<b>Yes</b>		<b>No</b>	
						<b>X</b>	
<b>Account Balance:</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	N/A			
<b>Contract/P.O. Required:</b> (Enter X in box)	<b>Yes</b>	<b>No</b>	<b>Project Number :</b>	N/A			
<b>Strategic Priority:</b> (Enter X in box) <b>Capital Improvements</b> Goal 1 - Undertake Total Improvements of Public Realm <input type="checkbox"/> Goal 2 - Promote Public/Public and Public/Private Partnership <input type="checkbox"/>  <b>Promote Projects with Large-Scale Impacts</b> Goal 1 - Issue a Request for Proposals (RFP) for NW infill Housing <input type="checkbox"/> Goal 2 - Issue a Request for Qualifications (RFQ) for Dixie Highway/Foster Road parcel <input type="checkbox"/>  <b>Priority Area:</b> North West Quadrant <input type="checkbox"/> FEC Corridor <input type="checkbox"/> Southwest Quadrant <input type="checkbox"/> Northeast Quadrant <input type="checkbox"/> Southeast Quadrant <input type="checkbox"/>							
<b>Sponsor Name:</b>	Dr. Jeremy Earle, Executive Director		<b>Department:</b>	HBCRA			

**Short Title:**

**A RESOLUTION OF CHAIR AND BOARD OF DIRECTORS OF THE HALLANDALE BEACH COMMUNITY REDEVELOPMENT AGENCY, HALLANDALE BEACH, FLORIDA, ADOPTING THE CITY OF HALLANDALE BEACH PROTOCOL MANUAL DATED MAY 22, 2019; AND PROVIDING AN EFFECTIVE DATE.**

**Staff Summary:**

**Background:**

The Protocol Manual was created in 1985 with the purpose to provide City Commission policies and procedures pertaining to terms of protocol between the City Manager, City Attorney, Staff and the City Commission, involving matters in and out of the City, as well as the public.

Since its inception the Protocol Manual has been periodically amended. During the April 11, 2007 City Commission meeting, the Commission provided to direction to reorganize and streamline the Protocol Manual. On January 22, 2008 the Commission adopted those updates and the reorganization of the manual by motion. Subsequently, on May 5, 2010 the Protocol Manual was adopted by Ordinance 2010-006. Since its adoption by ordinance, the manual has been updated by various resolutions and motions as deemed necessary by the City Commission.

**Current Situation:**

On May 22, 2019 the City Commission adopted the Protocol Manual via Ordinance 2019-008. The Hallandale Beach Community Redevelopment Agency, adopts, and will utilize the City's Protocol Manual, as approved by the City Commission.

**Fiscal Impact:**

There is no fiscal impact

**Proposed Action:**

Staff recommends approval of the attached Resolution to adopt the City of Hallandale Beach Protocol Manual for the use of the Hallandale Beach CRA.

**Attachment(s):**

Exhibit 1 – Resolution

Exhibit 2 – City Commission Approved Protocol Manual 2019

Exhibit 3 – Ordinance 2019-008