



400 South Federal Hwy  
Hallandale Beach, FL 33009

## City of Hallandale Beach City Commission Agenda Cover Memo

<b>Meeting Date:</b>	January 4, 2018		<b>Item Type:</b> <i>(Enter X in box)</i>	Resolution X	Ordinance	Other		
<b>Fiscal Impact:</b> <i>(Enter X in box)</i>	Yes	No	<b>Ordinance Reading:</b> <i>(Enter X in box)</i>	1 <sup>st</sup> Reading		2 <sup>nd</sup> Reading		
		X		<b>Public Hearing:</b> <i>(Enter X in box)</i>	Yes	No	Yes	No
<b>Funding Source:</b>	N/A		<b>Advertising Requirement:</b> <i>(Enter X in box)</i>	Yes		No		
						X		
<b>Account Balance:</b>			Quasi Judicial: <i>(Enter X in box)</i>	Yes		No		
						X		
<b>Project Number :</b>	N/A		<b>RFP/RFQ/Bid Number:</b>	N/A				
<b>Contract/P.O. Required:</b> <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>					
			Safety <input type="checkbox"/>					
			Quality X					
			Vibrant Appeal <input type="checkbox"/>					
<b>Sponsor Name:</b>	City Attorney Jennifer Merino		Department: City Commission					

### Short Title:

**ANNUAL PERFORMANCE EVALUATION OF THE CITY ATTORNEY AND A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, APPROVING THE FIRST REVISION TO THE EMPLOYMENT AGREEMENT OF THE CITY ATTORNEY; AND PROVIDING AN EFFECTIVE DATE.**

### Staff Summary:

The City Attorney was engaged on February 6, 2017 by way of an employment agreement, attached as Exhibit "B." The City Attorney's contract provides for an annual performance review in August 2017, to be conducted in any manner deemed suitable by the City Commission. Due to a number of extraordinary events occurring in August 2017, notably the unanticipated resignation of a commissioner and a death in the family of the City Attorney, no performance review was conducted. Thus, the City Attorney has placed this item on the agenda to afford the

Commission an opportunity consider her performance and her terms of employment prior to her first anniversary. The City Attorney has prepared a memorandum, attached as Exhibit 2, regarding the annual performance evaluation for 2017.

Further, a review by the City's Labor Counsel has revealed certain corrections that should be made to the agreement to correlate with requirements of the City's Charter. Ms. Merino proposes to revise the original agreement as attached in Exhibit "A". All changes are indicated in underline/strikethrough. None of the business terms have been amended.

In order to avoid a conflict of interests with respect to the City Attorney's contract, the Commission should consult the City's Labor Counsel should it have any questions regarding the legal implications of this item. Mr. Brett Schneider can be reached at (561) 835-2111 and will be in attendance to advise the commission during the presentation of this item.

**FISCAL IMPACT:**

None.

<b>Proposed Action:</b>
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Conduct the Annual Performance Evaluation for 2017 of the City Attorney in any manner deemed suitable by the City Commission. Consider the proposed First Revision to the Employment Agreement of the City Attorney to bring it in line with the requirements of the City Charter.

<b>Attachment(s):</b>
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Exhibit 1 – Resolution  
Exhibit 2 – Memo to Commission Re: Annual Performance Evaluation of the City Attorney  
Exhibit A – Proposed First Revision to the Employment Agreement of the City Attorney  
Exhibit B – Executed Copy of City Attorney Employment Agreement