

CITY OF HALLANDALE BEACH**Andre McKenney****Interim City Attorney****400 S. Federal Highway****Hallandale Beach, Florida 33009****(954)457-1325 Phone****(954)457-1660 Fax****INTERNAL SERVICE REQUEST****Requestor's Name: Mario Bataille****Date: 1/11/2017**
Please ☒ **Prepare** ☐ **Review for Legal Sufficiency** ☐ **Provide** ☐ **Order** ☐ **Other**

- ☐ Special Magistrate Hearing
☒ Commission Agenda
☐ Civil Service Board
☐ Planning & Zoning Board
☐ Nuisance Abatement

- ☒ Resolution
☐ Ordinance
☐ Legal Opinion
☐ Memo
☐ Letter
☐ Public Records Request
☐ Budget Request

☐ **Type of Contract (Agr.) – [check one item]**

 Consultant/Professional Services ☐

 Independent Contractor ☐

 Contractor ☐

 Bid/RFP Award ☐

 Emergency Purchase ☐

 Goods/Services ☐
What is the contract amount? _____

Request

Indicate delivery date requested

Has this request been reviewed by the CM's Office? ☒ **Yes** ☐ **No**

 Regular X

Priority (1 day) _____

Rush (2-4 Hours) _____

Specific date _____

Date of Commission Meeting 01/25/17
Describe any and all relevant background information/ Task/Request/Problem/Agenda Title

Please prepare Resolution appointing Officers, Directors, Voting Delegates, and/or Alternates to represent the City of Hallandale Beach on the Broward League of Cities, Florida League of Cities, and National League of Cities Board of Directors.

*******ADMINISTRATIVE USE ONLY*******

Date Logged: _____ / _____ / _____ Log Number: _____ Initials: _____

Date Received: _____ / _____ / _____ (Time: _____ am/pm) Initials: _____

Date Completed: _____ / _____ / _____ (Time: _____ am/pm) Initials: _____