



City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	January 25, 2016		Item Type:	Resolution X	Ordinance	Other		
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading:		1st Reading		2nd Reading	
	X		Public Hearing:		Yes	No	Yes	No
Funding Source:	State of Florida Department of Economic Opportunity Technical Assistance Grant Award: \$35,000 and, General Fund (001- 5020-531010): \$13,000		Advertising Requirement:		Yes		No	
							X	
Account Balance:	State of Florida Department of Economic Opportunity Technical Assistance Grant Award: \$35,000 and, 001-5020-531010: \$18,900		Quasi-Judicial:		Yes		No	
							X	
Application Number :	LDC-16-02981		RFP/RFQ/Bid Number:		N/A			
Contract/P.O. Required: <i>(Enter X in box)</i>	Yes	No	Strategic Plan Priority Area: <i>(Enter X in box)</i>					
	X		Safety <input checked="" type="checkbox"/>					
			Quality <input checked="" type="checkbox"/>					
			Vibrant Appeal <input checked="" type="checkbox"/>					
Sponsor Name:	Jennifer Frastai, Interim City Manager		Department: Development Services		Keven R. Klopp, Development Services Director			

Short Title:

A RESOLUTION OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO EXECUTE AN INTERLOCAL AGREEMENT IN AN AMOUNT NOT TO EXCEED FORTY EIGHT THOUSAND DOLLARS (\$48,000.00) WITH THE TREASURE COAST REGIONAL PLANNING COUNCIL FOR THE COMPLETION OF THE HALLANDALE BEACH BOULEVARD FORM-

BASED CODE AND HALLANDALE BEACH BOULEVARD DESIGN GUIDELINES; AND PROVIDING AN EFFECTIVE DATE.

Staff Summary:

Background:

In March of 2016, the Planning and Zoning Division applied for the Florida Department of Economic Opportunity (DEO) Technical Assistance Grant requesting a total of \$37,500 to cover the costs of developing a form-based code for Hallandale Beach Boulevard. The grant application, in its entirety, included a proposal for the development of a Corridor Revitalization Plan that would be comprised of a regulating plan, form-based code, and design guidelines that addressed both complete streets and smart growth.

On June 28, 2016, the State DEO notified Hallandale Beach that request was partially funded (\$35,000) for the proposal described in the grant application.

Why Action is Necessary:

Pursuant to City Code of Ordinances, Chapter 23, Section 23-6- Award of Contract, the City Manager shall have the authority to recommend to the City Commission award of contracts.

Current Situation:

On June 28, 2016, the State DEO notified Hallandale Beach that it was awarded \$35,000 for the proposal described in the grant application, leaving a shortfall of \$2,500 to fund the estimated costs of developing the form-based code and regulating plan. Staff proposes to fund the \$2,500 using budgeted funds for professional planning consulting services.

Since July, DEO and Hallandale Beach staff has been working to complete the Interlocal Agreement and Scope of Services required for acceptance of the award. The DEO/CoHB Interlocal Agreement must first be accepted and approved by the Commission, who can also authorize the City Manager to execute the Agreement. A resolution for approval of the DEO/CoHB Interlocal Agreement; and, acceptance of the \$35,000 grant award is being considered under a separate Commission item.

The form-based code and regulating plan will be completed using the grant funds and will be performed by the Treasure Coast Regional Planning Council (TCRPC). A resolution approving the TCRPC/CoHB Interlocal Agreement for provision of Professional Planning Services; and, acceptance of the estimated fees for the scope of work is attached as Exhibit 1. Treasure Coast Regional Planning Council is a not-for-profit organization created by and for local governments to provide planning and technical assistance services and assist in carrying out Florida's growth management programs.

TCRPC completed the form-based code for the Regional Activity Center (RAC) in 2014, and was the likely (and best) choice for continuing form-based code work within the city. Along with its extensive experience in establishing form-based codes, the TCRPC retains an urban design planner on staff that is experienced and capable of providing the planning design services for

development of design guidelines for the corridor. An Interlocal Agreement between TCRPC and CoHB, along with the scope of work are provided in Exhibit 2. The scope of work details the project schedule of tasks and due dates, which correspond to the dates established by the DEO Interlocal Agreement being considered under a separate agenda item.

Fiscal Impact:

TCRPC has estimated a total cost of \$48,000 for the completion of a form-based code that includes a regulating plan (\$37,500) and design guidelines (\$10,500) for the Hallandale Beach Boulevard Corridor. The Technical Assistance Grant from the State DEO for a total of \$35,000 covers all but \$2,500 for the regulating plan. The cost of the design guidelines also are not covered by the grant. The Planning and Zoning Division budgeted \$13,000 for the remaining funds required to complete the project for Hallandale Beach Boulevard, and these funds remain available in the Fiscal Year 2016/2017 budget.

The remaining portions of the Corridor Revitalization Plan will be provided by Planning and Zoning Division staff; and, a culmination of the various work products resulting from the Mobility Plan, Basis of Design Report, Complete Streets, the state mandated Evaluation and Appraisal Report, and the RAC Comprehensive Plan Amendment.

If the Commission accepts the DEO Grant Award, Interlocal Agreement, and proposed scope of services, the final Corridor Plan will be due to the State DEO by May, 2017 – making this project a priority for the next several months.

Staff Recommends approval of the attached Resolution accepting the terms of the TCRPC/CoHB Interlocal Agreement, and authorizing the City Manager and City Attorney to execute the aforementioned Interlocal Agreement.

Proposed Action:

Staff recommends approval of the attached Resolution (Exhibit 1) accepting the terms of the TCRPC/CoHB Interlocal Agreement; and, authorizing the City Manager and City Attorney to execute the interlocal agreement, which secures the Treasure Coast Regional Planning Council for professional services. Such professional services shall be for establishment of the form-based code and regulating plan, along with design guidelines, for the Hallandale Beach Boulevard Corridor.

Attachment(s):

Exhibit 1 – TCRPC/CoHB Interlocal Approval & Acceptance Resolution
Exhibit 2 – Treasure Coast RPC/CoHB Interlocal Agreement
 Exhibit A – Scope of Services
 Exhibit B – Study Area Boundary