



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	August 2, 2017		Item Type: <i>(Enter X in box)</i>	Resolution	Ordinance	Other X	
Fiscal Impact: <i>(Enter X in box)</i>	Yes	No	Ordinance Reading: <i>(Enter X in box)</i>	1st Reading		2nd Reading	
		X	Public Hearing: <i>(Enter X in box)</i>	Yes	No	Yes	No
Funding Source:	N/A		Advertising Requirement: <i>(Enter X in box)</i>	Yes		No	
						X	
Account Balance:	N/A		Quasi Judicial: <i>(Enter X in box)</i>	Yes		No	
						X	
Project Number :	N/A		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> Safety <input type="checkbox"/> Quality <input checked="" type="checkbox"/> Vibrant Appeal <input type="checkbox"/>				
		X					
Sponsor Name:	City Commission		Department: City Clerk	Mario Bataille, City Clerk			

Short Title:

DISCUSSION ON THE CITY OF HALLANDALE BEACH ADVISORY BOARDS AND COMMITTEES - NEXT STEPS.

Staff Summary:

Background:

During the Commission Workshop meetings of February 13, 2017, March 13, 2017, and April 17, 2017, the City Commission reviewed the composition, powers and responsibilities of all City Advisory Boards and Committees. During said meetings the Commission took input from the public and provided direction on various matters concerning each City Advisory Board and Committee.

Accordingly, the purpose of this Item is to provide recommendations regarding the policies (Article III of the City Code of Ordinances and Resolution 2013-016) governing all Boards/Committees as well as a timeline on how every Board/Committee will be addressed based on the direction of the Commission with staff and City Attorney recommendations.

Advisory Board/Committee General Policies:

The first step in this process will be to prepare a single document (Resolution or Ordinance) amending Resolution 2013-16 and Article III of the Code of Ordinances which provide the uniform policies and procedures governing all Advisory Boards/Committees. These amendments will reflect the following universal guidance:

- One Board/Committee appointment for each elected official.
- Decreasing the membership of all Advisory Boards to five (5) members, except for the Civil Service Board (7 members), Education Advisory Board (8 members), and Unsafe Structures Board (9 members) as specified by the Commission during the Workshop meetings.
- Term limits for the appointment of the Chair, Vice Chair, and Secretary of the Board/Committee. Please note these appointments are made by the majority vote of the Board/Committee.
- No elected official shall serve on any Board/Committee of the Commission.
- All candidates for Board/Committee membership should complete and application.
- Proof of residency requirement as part of the advisory board application except for those appointments that are exempt from this requirement.
- All members to be in good standing with the City, i.e., no debt with the City or litigation against the City.
- Minutes of all Boards/Committees will be posted on the Commission Agenda as informational item once they have been approved by its respective Board/Committee.
- All advisory board openings will be advertised on the City's website and a newspaper ad will be placed in the local newspaper quarterly.
- Removal of any board member with 3 unexcused absences or 4 cumulative absences during a calendar year will be automatic.
- By motion, a Commissioner may nominate a person to another Commissioner's appointment to any board/committee should it be vacant for more than three Commission meetings.
- The City Clerk shall provide quarterly attendance reports to the City Commission.

- The City Clerk shall provide monthly reports on vacancies to the City Commission.
- Advisory Board/Committee members to post Agendas on Granicus.
- Annual Reports from all Advisory Boards/Committees will be due within 45 days after the end of the fiscal year. The City Clerk's Office will provide a standard form for this reports.

Staff requests a motion by the City Commission accepting these policy changes and to bring forward for adoption during the August 16, 2017 City Commission Meeting.

Advisory Board and Committee Specific Action Items:

Following completion of the above, the second step is to bring for City Commission consideration and approval each Advisory Board/Committee specific action item during the months of September – December to adopt the proposed changes to each individual Board/Committee governing policies per direction provided by the City Commission and recommendations of staff.

Future Advisory Board and Committee Agenda Items during this period will consider the following:

- Amendments to governing documents to align with universal guidelines.
- Commission appointments.
- Specific action directed by the Commission during the Workshop discussion.

Below is a proposed timeline for each Board/Committee with specific action to be considered by the Commission:

September 6, 2017:

- Discussion Item on the Charter Review Committee.
- Code and Permitting Advisory Board
 - City Commission consideration to sunset this Board.
 - This will require two hearings as this Board was established by Ordinance.
- Marine Advisory Board
 - City Commission consideration to sunset this Board.
 - Will require repealing the Resolution 2012-85
- Joint Community Partnership Grants Committee
 - City Commission to consider sun setting this Committee.

- Will require repealing Joint Resolution 2014-01
- Unsafe Structures Board
 - Ratify the current Board appointments via motion.

September 20, 2017

- Education Advisory Committee
 - While there will be no changes to composition of this board, the Commission will consider a house cleaning item to update the governing document to reflect representation from Gulfstream Academy of Hallandale Beach (K-8 Center) instead of the closed Hallandale Elementary and Gulstream Middle.
- Public Transportation/Flood Mitigation Advisory Board and Ad Hoc Parking Committee
 - City Commission to consider separating the Public Transportation/Flood Mitigation Advisory Board into two distinct Boards: including the Ad Hoc Parking Committee as a subcommittee of the Public Transportation Board and modifying the Flood Mitigation Board mission, duties and description to become the Resiliency and Sustainability Board.
- Police & Fire Pension Board
 - Amend the governing Ordinance to reflect no Commission member shall serve on this board.
 - This will require a code amendment (two readings).

October 4, 2017

- Planning and Zoning Board
 - Staff to present an outline of the benefits and/or disadvantages for City Commission consideration to establish three (3) separate Land Development Use Boards over the areas of (1) planning, (2) zoning, and (3) design review.
 - This will require a code amendment (two readings).

October 4, 2017 (Special Meeting of the Golden Isles Safe Neighborhood District - GISND)

- GISND Advisory Council
 - Board of Directors to consider reducing advisory council membership to five.
 - Term limit for the Chair and Vice Chair of the Council with the Chair and Vice Chair be selected by majority vote of the Council.

October 4, 2017 (Special Meeting of the Three Islands Safe Neighborhood District - TISND)

- TISND Advisory Council
 - Board of Directors to consider reducing the quorum requirement from seven (7) to four (4) members.

October 18, 2017

- Nuisance Abatement Board
 - Police Department to present possible alternatives and recommendations for City Commission consideration.
- Parks and Recreation Advisory Board
 - City Commission to consider amending this board to include an Ad-Hoc Marine Advisory Subcommittee for matters regarding the City's marina and the intercostal and marine waterways.
- Beautification Board
 - City Commission to consider expanding the Board's mission duties and description to include landscaping design, litter control, and a sanitation element.
 - City Commission to consider combining this Board with the Parks and Recreation Advisory Board.
 - This will require a code amendment (two readings).

November 1, 2017

- Human Services Board
 - City Commission to consider an amendment to the Board's composition, mission, duties and description.
 - This will require a code amendment (two readings).
- Historic Preservation Board
 - City Commission to consider staff recommendations to sunset the Board and create a 501c(3) to raise funds for historic preservation.

November 15, 2017

- Community Police Advisory Committee
 - City Commission to consider staff recommendations to expand the Board's mission by incorporating a Community Crime Unit to combat Consumer and Economic fraud.
- Civil Service Board
 - City Commission to consider possible sunset since most functions are included in the Collective Bargaining Agreement or State and Federal Laws.
 - This will require a code amendment (two readings).

Why Action is Necessary:

Pursuant to the City's Charter, Article III Section 2-73, Members and Alternate Members of all Boards, Authorities and Agencies created by the City Commission shall serve at the pleasure of the Commission. The City Commission has requested staff to bring forth this agenda item to review and revise as needed the composition and duties of the City Boards and Committees.

Fiscal Impact:

Not known at this time. Fiscal impact would be specifically estimated for each change recommended.

Proposed Action:

The City Commission motion to accept the future proposed amendments to the governing documents of the uniform policies and the timeline as presented.

Attachment(s):

Exhibit 1 – Proposed Timeline