



400 South Federal Hwy
Hallandale Beach, FL 33009

City of Hallandale Beach City Commission Agenda Cover Memo

Meeting Date:	August 1, 2018		Item Type: <small>(Enter X in box)</small>	Resolution	Ordinance <div style="text-align: center;">X</div>	Other	
Fiscal Impact: <small>(Enter X in box)</small>	Yes	No	Ordinance Reading: <small>(Enter X in box)</small>	1st Reading <div style="text-align: center;">X</div>		2nd Reading	
		X					
				Public Hearing: <small>(Enter X in box)</small>	Yes <div style="text-align: center;">X</div>	No	Yes
Funding Source:	N/A		Advertising Requirement: <small>(Enter X in box)</small>	Yes		No	
						X	
Account Balance:	N/A		Quasi Judicial: <small>(Enter X in box)</small>	Yes		No	
						X	
Project Number :	N/A		RFP/RFQ/Bid Number:	N/A			
Contract/P.O. Required: <small>(Enter X in box)</small>	Yes	No	Strategic Plan Priority Area: <small>(Enter X in box)</small> <div style="display: flex; justify-content: space-between;"> <div>Safety</div> <input type="checkbox"/> </div> <div style="display: flex; justify-content: space-between;"> <div>Quality</div> <input checked="" type="checkbox"/> </div> <div style="display: flex; justify-content: space-between;"> <div>Vibrant Appeal</div> <input type="checkbox"/> </div>				
Sponsor Name:	VICE MAYOR MICHELE LAZAROW		Department: City Commission		Prepared by: City Attorney		

Short Title:

AN ORDINANCE OF THE MAYOR AND CITY COMMISSION OF THE CITY OF HALLANDALE BEACH, FLORIDA, CREATING SECTION 2-38 "AGENDA PREPARATION" IN CHAPTER 2, "ADMINISTRATION," TO CODIFY THE AGENDA PREPARATION PROCESS AND RESPONSIBILITIES; PROVIDING FOR CONFLICT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Staff Summary:

Background:

Florida Statutes Sec. 166.041 imposes a minimum uniform method for the adoption of municipal ordinances and resolutions and requires that they be presented in writing prior to consideration by the local governing body. Currently, the City's Code contains no references or guidance in relation to the agenda preparation process for meetings

The attached ordinance creates greater transparency for the commission meeting process and clarify the responsibilities for the meeting preparation process.

Attachment(s):

Exhibit 1 – Ordinance