




DATE: July 23, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez 
Town Manager

RE: Letter to Commission – July 23, 2021

Vacation

Please note that I will be on vacation from Tuesday, August 27th through Friday, August 30th. As always, I am always available by phone if you need to speak with me. Finance Director Taubenfeld will be acting manager in my absence.

Police Department Loan

The bank has informed us that they have extended our interest rate until the end of August. We will be requesting a special meeting prior to the regular workshop on August 25th in order to close on the loan.

Back To School Giveaway

The Back to School Giveaway will be held on August 14th, 2021 at Raymond P. Oglesby Park from 10:00 am to 3:00 pm.

New Bus Shelter from Broward County

Broward County has been installing the new bus shelters along Hallandale Beach Boulevard and 52nd Avenue.

Meeting for Possible New Development on SW 30th Avenue

This week, the Town Planner and I met with the owner of a vacant property at 2550 SW 30th Avenue about a possible development project for that site. This project will be presented to the DRC on July 26th, 2021.

Town Hall Lobby Renovation

The engineering plans detailing the structural modifications required to move the a/c duct work in the hallway have not been completed yet. Once received the contractor will apply for the permits.

Development of the “Pembroke Oaks” Site next to Town Hall

The Town Planner and I met with the developers of the large property next to Town Hall. They are still interested in building a mixed used complex at the site and are meeting with the Town and Broward County to determine all of the requirements.

Departmental Updates

Police Department

This week, the Police Department staff attended a background investigations training and also attended the Broward Chiefs of Police meeting regarding this weekend's "Rolling Loud" Event at Hard Rock Stadium. Staff also completed three grants: Crime Prevention, Accreditation and De-Escalation with the Department of Justice.

Public Works

Carolina Pumps Oil to Water Lube Conversion

The contractor continues to work on Pump No. 3 which is expected to be completed in 4-6 weeks.

CDBG 45th Year Grant – ADA Restrooms

Construction of the ADA restrooms commenced this week. The contractor is currently working on the foundation for the new restroom building. The building is being manufacture off site and will be delivered and installed via crane. The park is closed during the construction. Staff is also working with Broward County Schools to finalize the agreement to connect to their sewer lift station.

Town Hall Hardening Project and Police Department

Calvin Giordano and Associates is scheduled for a site visit on July 27th.

Lift Station 15

This project has been postponed pending the completion of the electrical drawings which will be included in the bid documents. The electrical engineer indicated that the plans will be completed on or before August 7.

Finance Department

This week, Finance Director Taubenfeld and I continued working on the proposed budget.

Human Resources

This week, HR continued working on the recruitment process of police personnel as well as the other vacant positions. The new part timer in the Police Department will start on Monday.

Town Clerk

This week the Clerk's Office worked on organizing all of the old files that have met retention and will be shredded. The shredding is scheduled for Friday, July 30th.

Town Planner

This week, the Town Planner completed the DRC review for a new building at 2550 SW 30th Avenue. The DRC meeting is scheduled for July 26, 2021. Staff also met with the developers of the Pembroke Oaks site (next to Town Hall) to discuss the future development of the site.

Additionally, Staff completed the following:

Zoning Building Permit Reviews:	9
Zoning Inquiries (email/phone):	10
Zoning Inspections:	7
BTR Reviews:	4
Special Event Permit:	1

Code Compliance

This week, Code Compliance held a Special Magistrate Hearing on July 20, 2021.

Abate Orders:	2
Affidavit of Compliance:	4
Amended Final Order:	7
Final Order:	16
Notice of Violation:	7
Supplemental Order/Claim of Lien:	4
RV Tie Down Inspections:	15

In addition, Code staff completed setting up the e-recording system with Broward County for the recording of documents such as liens, Final Orders etc.

Goals for next week

- Finalize the proposed budget and set up meetings with Commissioners.