




DATE: August 6, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez 
Town Manager

RE: Letter to Commission – August 6, 2021

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.

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.

New Bus Shelter from Broward County

Broward County continued installing the new bus shelters throughout the Town. They are expected to complete this project in 2-3 weeks.

Town Hall Lobby Renovation

The engineering plans detailing the structural modifications required to move the a/c duct work in the hallway have been completed and forwarded to Public Works to coordinate with the contractor.

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

The proposed developers of the project informed us that the sale of the property fell through and they are no longer pursuing this project.

Departmental Updates

Police Department

This week Police Staff worked on two more grants: JAG Grant and School Resource Officer Grant. In addition, staff also worked on revising the recruitment plan and created the background investigations forms with HR as well as commenced the background process for Major.

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

The new restroom building was installed this week. 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. The amended agreement with Broward County School Board for use of the sanitary sewer lift station has been signed and returned to the school board. We are waiting for authorization from the school board to connect.



Town Hall Hardening Project and Police Department

Calvin Giordano and Associates conducted a site visit with Public Works and they will be preparing a proposal to develop the construction documents for the Town Hall Hardening and Police Department buildout.

Lift Station 15

The electrical engineer is nearing completion with the electrical plans and payment is being processed. Once the plans are received they will be incorporated into the bid document and the project will be re-advertised.

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 and revised the recruitment plan. In addition, two new temporary employees started this week in the Building Department (Nazly Cardona) and the Police Department (Debra White). The new Network Engineer (Eric Pavon) starts on Monday.

Town Clerk

The Town Clerk's Office arranged for the shredding and disposal of 41 boxes of old town files that had met the required retention period. Staff is arranging for another shredding for next Friday, August 13.

Town Planner

This week, the Town Planner received plans for a new private business on Hallandale Beach Boulevard that will include soccer and paddle courts for DRC review. Staff also continues to coordinate with the owners of Trinity and the owners of the six acre lot on Hallandale Beach Boulevard on their respective redevelopment projects. The Town Planner also coordinated with Michael Miller and Public Works to pick up all of the Town files from Michael Miller's office.

Additionally, Staff completed the following:

Zoning Building Permit Reviews: 10
 Zoning Inquiries (email/phone): 7
 Zoning Inspections: 3
 BTR Reviews: 4
 Zoning Verification Letters: 2

Current Planning and Zoning Applications

File Number	Description	Status	Applicant	Project Name	Address
21-SP-01	16 Townhomes	Awaiting Resubmittal	Danay Fernandez, PE	Casa Novas	SW 41 Street & SW 48 Avenue
21-SP-03	Addition of three mobile home sites.	Awaiting Resubmittal	Holiday Hallandale MHC LLC	Holiday MHP	3140 West Hallandale Beach Boulevard
21-SP-05	Commercial development including gas station, self storage, restaurant and other use.	Awaiting Resubmittal and Town Consultant Review of Traffic Study	Southeast Investments, Inc	Seneca Town Center	3195 West Hallandale Beach Boulevard
21-SP-06	Site Modifications to previous approved carwash	Under Review	M&M Hallandale LLC	Express Car Wash	3441 West Hallandale Beach Boulevard
21-SP-07	Construction of a 227,780 building	Awaiting Resubmittal	BH 2550, LLC	Pembroke Showroom	2550 SW 30 Avenue
21-SP-08	Change use of previously approved site plan (unbuilt) from office to Assisted Living Facility	DRC Pending -- Under Review	G&A Capital Holdings, Inc.	Assisted Living Facility	2991 SW 32 Avenue
21-SP-09	Private Recreation Center	DRC Pending -- Under Review	Marcelo Bonti / Pampa Soccer LLC	Pampa Soccer, LLC	4678 West Hallandale Beach Blvd
21-SV-01		Additional questions sent to applicant 6/22/2021 via email	BKI-95 LLC	Request for billboard	2000 SW 30 Avenue
21-SE-01	Request to allow a Gasoline Station	Under Review	Southeast Investments, Inc	Allow for Gasoline Service Station	3195 West Hallandale Beach Boulevard
21-SE-02	Request to allow a Self Storage	Under Review	Southeast Investments, Inc	Allow for a self storage	3195 West Hallandale Beach Boulevard
21-RZ-01	Request to amend zoning to allow a self storage	Under Review	Southeast Investments, Inc	Add Self Storage to Parcel B Special Permit List (Ordinance 03-06-03)	3195 West Hallandale Beach Boulevard

Building Department

The Building Department Staff continues to work on the new permitting software. Additionally, the department received the plans for the structural modification to the town hall lobby and forwarded the plans to Public Works.

Goals for next week

- Conduct Team Building Exercise with department heads.
- Finalize the proposed budget and set up meetings with Commissioners.