



DATE: August 27, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez
Town Manager

RE: Letter to Commission – August 27, 2021

COVID 19 (Delta Variant)

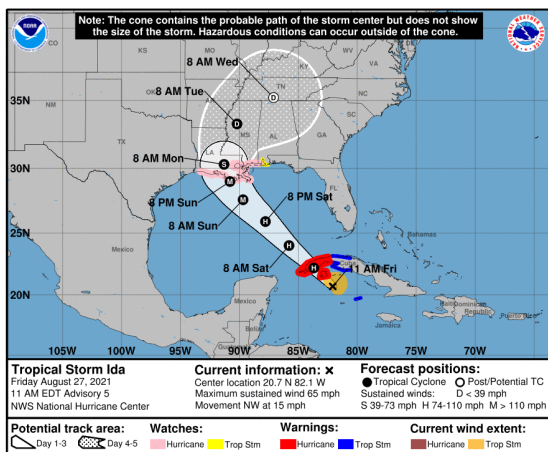
This week, one of our employees tested positive for Covid-19. As a result, Town Hall was temporarily closed on Wednesday to allow for disinfection and sanitization. The employee is only experience minor symptoms at this time and is home resting.

Back To School Giveaway - RESCHEDULED

The Town’s “Back to School Giveaway” was held on August 21st, 2021 at Raymond P. Oglesby Park from 10:00 am to 3:00 pm. In total over 90 back packs filled with school supplies were distributed to residents.

Tracking the Tropics – Tropical Storm Ida

Please be advised that we are currently monitoring the tropics for possible storms/hurricanes that may affect our Town. At this time, Tropical Storm Ida (projected path below), is located just below the western tip of Cuba. It is forecasted to move into the Gulf of Mexico and become a major hurricane in the next couple of days. Fortunately for us, it is not expected to impact South Florida. In addition, there are two other tropical waves in the Atlantic, however, neither of them poses any threat to our area.



3rd Floor Air Condition Unit

Public Works had the coils cleaned on the unit and the AC is now operational on the third floor. The unit will need replacement in the near future.

American Recovery Plan Act (ARPA)

This week we received and the ARPA Agreement and presented it to the Commission for approval on Wednesday. The agreement was subsequently executed by the Town and forwarded to the State for execution.

Police Department Loan

This week, the Commission approved closing on the loan for the Police Department startup costs. After the meeting, all of the documents were signed and sent to the bank. The funds will be made available early next week.

Town Hall Lobby Renovation

The Town is currently negotiating with the second lowest bidder. The original low bidder was not a certified general contractor. It should be noted that the second low bidder was only \$1,000 more than the low bidder.

Development of the Trinity property

Last week staff met with the representatives from Trinity to discuss their proposed redevelopment project. Since part of their project involves partially filling up Lake Behan, staff is working to determine what the impact would be on the Town's drainage system.

Departmental Updates

Police Department

This week, Police Department staff started the process of developing an orientation program for the new hires. In addition, they have started the background process of 33 personal history questionnaires. Interim Chief Howard is also working with Broward County and the State to finalize radio, IT and deployment issues as well as a temporary Records Management System (RMS) until our system is ready.

Public Works

Carolina Pumps Oil to Water Lube Conversion

Pump No. 3 has been completed and the pump has been reinstalled. This project is now complete.

CDBG 45th Year Grant – ADA Restrooms

Work on the restroom building continued this week. The contractor was working on the plumbing connections to the town's water supply and to the sewer lift station at the school.

Town Hall Hardening Project and Police Department

Since we are still waiting for the proposal from Calvin Giordano and Associates for the construction documents for this project, I have instructed Public Works to prepare an RFQ for this component of the project. We need to push this project forward.

Lift Station 15

All bids for this project are due on August 31, 2021.

Finance Department

This week, Finance worked with the bank to finalize the loan for the Police Department start up as well as worked with the State to execute the ARPA Agreement. In addition, Finance staff continues to finalize next year’s annual operating and capital budgets for the Town.

Human Resources

This week, HR and Police continued to work together on the hiring of the Police Department Staff. HR also started receiving the Personal History Questionnaires from the police officer applicants. HR is also negotiating with the new Public Works Director, Robert Clark. Once the negotiations are finalized, they will be presented to the Commission for approval.

Town Planner

This week the Town Planner held a DRC meeting on August 23rd. Both applications required more information and will come back before the DRC. The projects are for a proposed Assisted Living Facility at 2991 SW 32nd Avenue and for a Soccer Facility at 4678 West Hallandale Beach Boulevard. Staff also met with representatives from Prologis regarding future development at Seneca Park.

In addition, the Town Planner attended public workshop hosted by FDOT regarding the changes to I-95 that will impact Pembroke Park

Additionally, Staff completed the following:

- Zoning Building Permit Reviews: 16
- Zoning Inquiries (email/phone): 8
- Zoning Inspections: 3
- BTR Reviews: 3

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. | DRC #2 9/13/2021 | Southeast Investments, Inc | Seneca Town Center | 3195 West Hallandale Beach Boulevard |
| 21-SP-06 | Site Modifications to previous approved carwash | Town Commission Wokshop 8/25 | 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 8/23 -- Awaiting Resubmittal | G&A Capital Holdings, Inc. | Assisted Living Facility | 2991 SW 32 Avenue |
| 21-SP-09 | Private Recreation Center | DRC 8/23 -- Awaiting Resubmittal | 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. In addition, the Building Official has finalized the proposed amnesty program. This program will be submitted to the Commission for discussion and approval.

Goals for next week

- Conduct Team Building Exercise with department heads. (This exercise was rescheduled from this week).
- Finalize the proposed budget and set up meetings with Commissioners.