




DATE: October 15, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez 
Town Manager

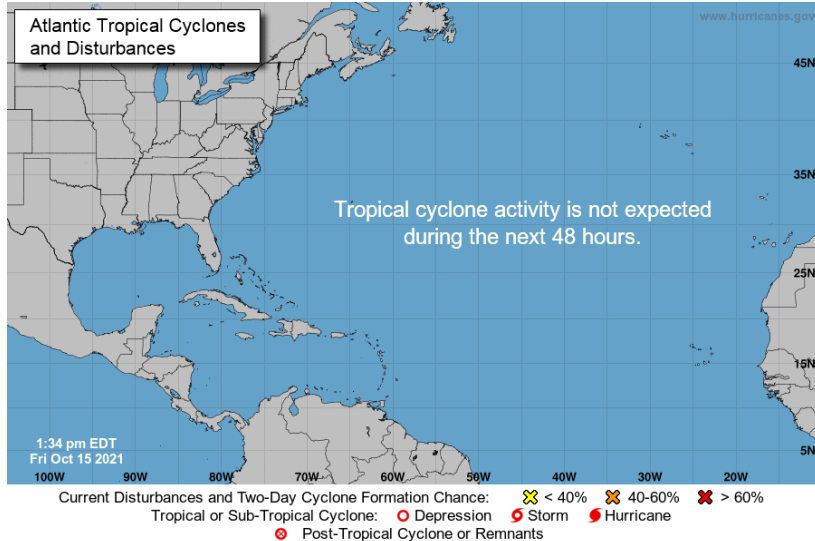
RE: Letter to Commission – October 15, 2021

Meeting with BSO

This week, Interim Chief Howard and I met with Captain Coker and Major Kevin Granville from BSO to discuss and coordinate the transition to our own PD.

Tracking the Tropics

At this time, the tropics are calm.



Development of the 6-Acre Lot on Hallandale Beach Boulevard (Wawa site)

This item was presented to the P&Z Board on October 7 but it was deferred as staff is working with the developers to clarify existing code language.

Departmental Updates

Police Department

This week, PD Staff attended the Florida Incident Based Reporting System training in Margate. Staff also started the process of obtaining "SMARTCOP" RMS solution for the department. This is a free commercial grade RMS solution that will save \$125,000.

Public Works

Robert Davis Monument Flagpole

This week, staff repaired the lights at the Robert Davis Monument flagpole and replaced the flag.



John P. Lyons HMGP Drainage Project

This week staff held the pre bid meeting for RFP 21-04 - John P. Lyons HMGP Drainage Project. Bids are due on November 4.

Hazardous Materials in Lift Station 32

The clean-up of the hazardous materials found in Lift Station 32 is scheduled for Monday, October 18.

Ryan's Park Trail and Picnic Facilities

Bids for this project are due on October 21, 2021.

Lift Station 15

Staff has received the executed agreement and Notice To Proceed (NTP) from C&I to begin construction of Lift Station 15.

Finance Department

This week staff worked with the Building Department and IT on the new building department software. In addition, Finance Staff started working with the auditors on the year end audit.

Human Resources

Human Resources handled a number of employee relations matters this week including a disciplinary matter. HR is also working on the recruitment for the open public works positions.

Town Planner

Town Planner and I conducted the Goal Setting Workshop with the Town Commission. In addition, the Town Planner prepared the agenda and staff reports for the October 21, 2021 Planning and Zoning Board Meeting, as well as the RFQ for the Market Study. This RFQ will be presented to the commission at the October workshop.

Additionally, Staff completed the following:

Zoning Building Permit Reviews:	14
Zoning Inquiries (email/phone):	6
Zoning Inspections:	12
BTR Reviews:	4
Special Event Permit:	1

Town Clerk

This week the Town Clerks Office continued to finalize the newsletter. In addition, staff worked on the minutes from this week's commission meeting as well as posted the Planning and Zoning Agenda.

Code Compliance

Recording of Liens:	10
Affidavit of Compliance:	5
Affidavit of Non Compliance:	2
Notice of Formal Hearing:	9
Notice of Violation:	6

In addition, Code Compliance staff tagged two trucks on SW 30th Avenue and held several meetings with residents and business owners regarding their violations.

Goals for next week

- Complete the Goals Setting Workshop report utilizing the feedback and comments provided by the Commission.