



DATE: November 5, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez
Town Manager

RE: Letter to Commission – November 5, 2021

Police Department Startup- DELAYED

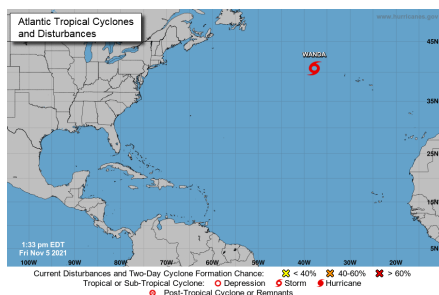
This week we were informed by Broward County that they will not be able to have our onboarding with the RMS and CAD software ready in time for our February 10 start up date. Staff is working with Broward County to see how quickly this can be accomplished. In the meantime, Staff and I are looking at our alternatives to ensure we have continued police coverage for our town.

1st Annual Fall Music Festival

The Town's first fall music festival was held on Friday October 29 from 7pm to 10pm. The feedback from residents and participants were all positive. An estimated 200-250 people were in attendance.

Tracking the Tropics

At this time, the tropics continue to remain calm with the exception of Tropical Storm Wanda located in the northern Atlantic Ocean. TS Wanda poses no threat to the United States. Hurricane Season ends on November 30.



Lobbying Trip to Tallahassee

Please be advised that the Mayor and I will be traveling up to Tallahassee to discuss our legislative priorities with State Legislators. Our lobbyist team will be scheduling the meetings.

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

The six-acre site on Hallandale Beach Blvd, which includes a Wawa gas station, Popeyes fast food, office building and self-storage facility, received positive recommendation from the Planning and

Zoning Board. The ordinance to allow the gas station and self-storage will be presented at this week's Town Commission meeting with the rest of the applications at the December Town Commission meeting.

Town Hall Office and Commission Chambers Renovations

The renovations of the new Public Works and Finance Department offices has commenced with the public works crew removing the carpeting. Staff is still reviewing the quotes for new flooring and the other modifications needed to accommodate staff. In the meantime, Public Works and Finance have been temporarily relocated to the first floor of Town Hall.

Departmental Updates

Police Department

Fort Lauderdale has agreed to provide the Town with Teletype services and an agreement is currently being drafted. Once drafted, this agreement will be presented to the commission for their approval. In addition, the Police Department worked on the following items:

- Procured Premier one (Cad) software, which will be presented to the commission next week for their approval
- Procured Central Square (RMS) software licenses for Broward County Regional Dispatch, which will be presented to the commission for their approval
- Conducted interviews x 3 for the Major/Deputy Chief Position
- Scheduled with HR Interviews for Lieutenant position for next week
- Working the towing contract with the Town Attorney
- Discussed with the town attorney regarding creating a contract for our new hires out of the police academy to require a specific period in return for training them
- Worked on FDLE grant for both above mention's software applications
- Worked with Lobbyist regarding software applications mentioned above for Senate funding if the grant fails
- Discussed with BSO and Broward County Regional Dispatch numerous hours regarding the above-mentioned initiatives
- Attended County Wide meeting of City's leaving BSO
- Attended Town Attorney Public Safety meeting
- Received Fire Extinguishers and first aid kits for police cars

Public Works

John P. Lyons HMGP Drainage Project

The proposals for the engineering and design component of this project were received this week. The evaluation committee met today, and a recommendation will be presented to the commission next week.

Ryan's Park Trail and Picnic Facilities

The bids were received and a recommendation for contract award will be presented to the Commission at next week's meeting.

Lift Station 15

Replacement of Lift Station 15 is currently underway.

Other Public Works items:

- Coordinated a meeting with Sourcewell to assist with procurement and going out for bids regarding the Public Services storage facility

- Met with TK Elevator to discuss “piggybacking” on a government contract for the modernization of Town Hall’s elevators
- Awaiting Commission approval to proceed with Calvin & Giordano’s proposal regarding the RFP for the Police department.
- Public Services pulled up the carpet in the 2nd floor offices before renovations begins.
- Finance Dept. relocated to 1st floor offices.
- Reviewing quotes for the first and second floor offices renovation projects.
- Lift Station #15 Replacement is underway with C&I Design and Construction.
- Solicitation for Town Hardening project is underway.
- 40 Year Building Inspection is complete. Reviewing report.
- SW 25th Street Drainage project is 42% complete, and it is on schedule.
- Coordinating work with Sagoma Construction to complete the ductwork in the back hallway of Town Hall.

Finance Department

This week Finance continued working with Synovus Bank to prepare for the transfer of our bank accounts from Wells Fargo to them. This item was presented to the commission at last week’s workshop and will be presented to the commission at next week’s meeting for their approval. This also included closing our current credit cards. Additionally, Finance continues to work on the year end audit with the Town’s auditing firm, S. Davis and Associates.

Human Resources

This week, Human Resources worked on the following:

- Intro meeting with Commissioner Hodgkins
- Set up Parks Maintenance Worker interviews for 3 top candidates for Robert Clark & Adrian Mesa for the vacant afternoon shift in the Parks.
- Conducted Police Major Interviews for PD.
- Created an Applicant Rating Sheet for Police Candidates to create a standardized form that has scores for how well the interview questions are responded to.
- Sent interview confirmations for Lieutenant positions for next week.
- Finalized & recommended 3 top candidates to the Town Manager for Executive Assistant / Public Information Officer. Town Manager is confirmed for interviews for next Tuesday.
- Reviewed the job description and qualifications requirements with Robert Clark and posted the Town Engineer position.
- Worked on the STEP raises compensation plan for the Police Department.
- Working on an internal investigation/complaint by an employee.

Town Planner

This week, the Town Planner prepared agenda items for the upcoming commission meeting including Impact Fees, a fire assessment fee study, and an ordinance regarding allowed uses on Seneca Parcel B. In addition, staff also worked on the Municipal Surtax projects, met with FDOT regarding the I-95 project and participated in the evaluation committee or the John P. Lyons Stormwater Project engineering firm.

Additionally, Staff completed the following:

Zoning Building Permit Reviews:	9
Zoning Inquiries (email/phone):	4
Zoning Inspections:	5
BTR Reviews:	0

Town Clerk

This week the Town Clerks Office finalized the agenda for next week's Commission meeting and also continued working on finalizing the newsletter.

Code Compliance

Affidavit of Compliance:	3
Affidavit of Non Compliance:	1
Notice of Formal Hearing:	8
Notice of Violation:	3
Final Order:	1
Courtesy Notice:	2

In addition, Code Compliance conducted multiple meetings and inspections with residents and business owners regarding their open violations.

Goals for next week

- Work with Broward County to determine the earliest date they could have our RMS and CAD system operational