




DATE: December 3, 2021

TO: The Honorable Mayor and
Members of the Town Commission

FROM: J.C. Jimenez 
Town Manager

RE: Letter to Commission – December 3, 2021

Toy Give Away

This year's Holiday Toy Giveaway will be held on December 20th at Town Hall.

Thanksgiving Basket Brigade

The Town 20th Annual Thanksgiving Basket Brigade was held last week. A total of 150 turkeys and food baskets were distributed to our residents.

Tracking the Tropics

I am happy to report that Hurricane Season has come to an end. Although we were fortunate this year, staff will remain prepared for next season.

Lobbying Trip to Tallahassee

Please be advised that the Mayor and I will be traveling up to Tallahassee on January 10 to discuss our legislative priorities with State Legislators. Our lobbyist team is currently scheduling the meetings.

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

Final six-acre site on Hallandale Beach Blvd, which includes a Wawa gas station, Popeyes fast food, office building and self-storage facility received approval on first reading at the November Commission Meeting. Second reading is scheduled for December 15.

Departmental Updates

Police Department

A police committee meeting is scheduled for December 14 to discuss the updated budget and project timeline. An update will be provided to the commission at the next meeting.

Public Works

Projects

- Working with TK Elevator to finalize preparation of the modernization of Town Hall's elevators.

- ITB 21-08 Ryan's Park Trail and Picnic Facilities; awarded to lowest bidder Maceda Contractors (\$51,800).
- Meeting with Keith & Associates to discuss RFP 21-09 John P Lyons HMGP drainage project.
- Working with Calvin, Giordano & Associates to finalize proposal for 47th Year CDBG for the Preserve Safety Lighting project.
- Got quotes for the first and second floor offices renovation projects. Met with Sourcewell and will enter into an agreement with Sourcewell for the projects.
- C&I Design and Construction is applying for permit to commence construction of Lift Station #15.
- Solicitation for Town Hardening project is under review.
- 40 Year Building Inspection report is under review.
- Met with Craig A. Smith & Associates for a status meeting on the SW 25th Street Drainage project. Plans are 90% complete, and it is on schedule.

Stormwater & Sewer

Stormwater

- All stormwater pumps are in readiness for hurricane season.
- Megawattage is due on site to troubleshoot Cummins Generator at the Carolina pump station, they will also repair transfer switch at lift station 14. Megawattage was also on site to repair a breaker at lift station 17.
- All pumps are on automatic and operational. Lake level elevations are below 2.0 feet.

Sewer

- Meeting with Keith & Associates for the engineering design of the ACP force main replacement via pipe bursting (on SW 30th Street).
- Lift stations #1, and 14, 16, 32 are operating with one pump; replacement pumps are on order.
- Withdrawal of easements for sewer services on MHPs continues to be on hold until a plan is developed and put in place. Meanwhile, staff continues to respond to sewer service calls.
- All lift stations are operational as of today.

Roads & Streets

- Staff will use a piggyback contract from North Bay Village to purchase, install, and place in storage the holiday decorations; decorations were selected by Vice Mayor Dieuveille.
- Received (2) quotes to repair SW 30th Avenue roadway. Item will be placed on the agenda for Commission approval.
- Crane truck is repaired.
- Waiting on cost proposal to detect and repair the irrigation pipe leak on Lake shore Drive (Park Estates MHP medians).
- SFRTA has started their yearly railroad crossing maintenance which is scheduled this week. (December 1-8, 2021).

Parks

- Preparing an agreement with Sourcewell to build the Behan's precast building which will replace the existing depilated and termite-infested one.

Finance Department

This week Finance continued working with Synovus Bank to prepare for the transfer of our bank accounts from Wells Fargo to them. Additionally, Finance continues to work on the year end audit with the Town's auditing firm, S. Davis and Associates.

Human Resources

This week, HR set up interviews for the position of Commission Assistant with Clerk-Commissioner Hodgkins also set up interviews for the open Public Works position. Additionally, HR is working on filling the open Code Compliance Officer position.

Town Planner

This week, the Town Planner:

- Researched and wrote staff report for an after-the-fact variance for an accessory structure at 3804 SW 52 Avenue. The Hearing Examiner meeting is scheduled for December 16.
- Meeting regarding Progressive Settlement with Town Attorney and Commission Hodgkins.
- Coordinated with Broward MPO on Commissioner Hodgkins appointment.
- Chaired evaluation committee for Market Study RFQ. 3 of the 4 proposers have been invited to present to the committee on December 14.
- Met with applicant regarding sports complex business on Hallandale Beach Blvd.
- Met with representatives from ProLogis and Town Attorney regarding a re-plat of the Seneca Commerce Center.
- Met with planners representing the Trinity Lakes Land Use Plan Amendment application. Application is expected to be submitted in January.
- Attended GIS Training

Additionally, Staff completed the following:

Zoning Building Permit Reviews:	10
Zoning Inquiries (email/phone):	11
Zoning Inspections:	5
BTR Reviews:	2

Town Clerk

This week the Town Clerks Office worked on the minutes from the last Commission workshop and meeting and also continued working on finalizing the newsletter.

Code Compliance

Affidavit of Compliance:	3
Notice of Violation:	3
Supplemental Order/Claim of Lien	6

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

Goals for next week

- Finalize agenda for December Commission Meetings