

**CITY OF HALLANDALE BEACH, FLORIDA**

**MEMORANDUM**

**CM17-036**

**DATE:** February 27, 2017  
**TO:** Honorable Mayor and City Commission  
**FROM:** Roger M. Carlton, City Manager  
**SUBJECT:** Establishment of fire station oversight Committee

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Since my first visit to Hallandale Beach during my recruitment process, the slow pace of construction of the fire department new station has been of concern. To ensure that the station is completed timely, within budget and with high quality, an oversight Committee to include Fire Chief Mark Ellis (chair), Matt Cohen and Sarita Shama, Kevin Klopp from Development Services and Steve Parkinson from Public Works has been established. This cross departmental team will meet weekly with the architect, contractors and subcontractors as needed to work out problems which always arise in a complex project.

We will be establishing similar teams to resolve other complex problems which are not meeting their schedule, budget or goals.

RMC/cs

CC: Senior Staff