



TOWN MANAGER'S REPORT JULY 2017

COMMUNITY PROGRAMS / INITIATIVES / ENHANCEMENTS

1. See Click Fix -- Report attached.

2. Interlocal Shuttle Update: On June 12, 2017 the Bay Harbor Islands Council voted to join Surfside and Bal Harbour Village in moving the Surf-Bal-Bay Interlocal Shuttle initiative forward. Since that date, staff met with representatives of FIU's Lehman Center for Transportation Research as well as this initiative's primary representatives from the other two municipalities. An interlocal MOU is earmarked for the September 2017 meeting of the three municipalities with the view of retaining FIU that month to begin the proposed objectives.

3. Development Application Status

A. 9116 Harding – A site plan application for a 4 unit townhouse development has been received. A Development Review meeting was held November 2, 2016. Comments were provided and corrections were required. The plans were resubmitted and the second Development Review Group (DRG) was held on February 7, 2017 and a third DRG was held on May 18, 2017. The DIC meeting was held on June 1, 2017. The Planning and Zoning Board is tentatively scheduled for July 27, 2017.

B. Surf Club Northwest Building – A site plan amendment was submitted on February 9, 2017. The DRG meeting was held on March 9. Revisions were required and were received on April 24, 2017. A DRG meeting was held on May 11, 2017. The DIC meeting was held on June 1, 2017. The Planning and Zoning Board meeting is tentatively scheduled for July 27, 2017.

C. 8995 Collins – A site plan was submitted on May 19, 2017. A DRG meeting was held on June 19, 2017. The applicant must resubmit the revised drawings and a second DRG meeting will be scheduled.

MISCELLANEOUS

4. Florida League of Cities Conference: Commissioner Karukin, as designee to the Miami-Dade League of Cities, will be attending the Florida League of Cities' 91st Conference as a Voting Delegate August 17-19, 2017.

TOWN DEPARTMENTS

5. Code Compliance

A. Code Violation Cases: As of June 26, 2017, the total number of active, open cases being managed is 132; of these cases, 72 cases are still under investigation and are working towards compliance, 2 cases are on-hold, 18 are in the Special Master hearing queue; 6 cases are in post-Special Magistrate action status, and 34 cases have been liened and remain unpaid. Properties with unpaid liens are sent reminder letters on a quarterly basis.

B. Collected Civil Penalty Fines: Unresolved code compliance cases accrue fines until the code violation is resolved. After the violation is abated, then the property owners are notified to remit the fine amount due. In many cases, the fine amount is either paid, resolved via a settlement agreement, or referred to the Town's Special Master for a hearing and ruling on the fine amount due. The following is a summary by fiscal year of the fine amounts collected:

FY 16/17: 98 cases have paid/settled through June 26, 2017 for a total collection of \$34,351

FY 15/16: 152 cases paid/settled for a total of \$137,282

C. Part-Time Code Compliance Officer: The position has been filled pending completion of background investigation and other pre-employment screening. Expected start date is mid-July; the Officer will work weekends and holidays.

6. Finance

A. Budget to Actual Monthly Report – Report attached

B. Enterprise Resource Planning (ERP): The Town received two ERP proposals from Tyler Technologies, Inc. and Accela/Springbrook to replace the current SunGard computer software applications to a new central platform system to be used by all Town departments. Both proposals have been carefully reviewed with on-site presentations of their applications, off-site visits to other municipalities that use these ERP applications. Telephone calls were placed to distant cities that were not visited but were interviewed on their recommendations regarding the two ERP vendors and their ERP solutions. The Town is moving forward with Tyler Technologies, Inc. as the ERP provider by having the software as a Service Agreement reviewed by an outside attorney. The attorney's review of the agreement is almost complete in order to move forward with a recommendation to the Town Commission.

7. Information Technology

- IT placed an order in June for ASI/SDI Digital box for the Meeting Broadcast System (Channel 93). The equipment will be installed in July.
- IT is working with Finance to complete a cost benefit analysis for the upgrade of the internet bandwidth for FY17/18. The increase would be from 50MBs to 100MBs MetroE. The analysis is projected to be completed by AT&T in July.
- IT is working with the Video System Controller and Server subcontractor, LexisNexus HD to obtain quotes for replacement of the system. The first quote obtained from AVI came in at \$12,440. IT will work with the Finance Director on the next steps for approval and replacement.
- IT installed Ethernet cables in five different locations in the Town Hall building to provide Wi-Fi to Town employees and for public meetings. Equipment to be ordered in July.
- IT is working with the vendor to upgrade the SCALA and renew the maintenance contract in July.
- IT is working with USA Software to add email alerts to the eReport Software for the Police Department, and is are working with the software provider to obtain a schedule for this software upgrade.

8. Police Department

A. June 2017 Significant Incidents/Arrests

- Aggravated Battery on Person 65 or Older/DV/Criminal Mischief Arrest– 06/04/2017: 1400 block of Biscaya Drive. The subject was arrested.
- DWLS W/Knowledge/Fleeing Arrest- 06/08/2017: 300 block of 95th Street. The subject was arrested.
- Narcotics (Possession w/ intent to distribute) Arrest - 06/17/2017: 9700 block of Collins Avenue. The subject was arrested after a traffic stop.
- Occupied Residential Burglary Arrest - 06/18/2017: 9000 block of Collins Avenue. The subject was arrested.
- Unoccupied Burglary Attempt/Drug Arrest - 05/18/2017: 9000 Block of Abbott Avenue. Two subjects were arrested.

B. Traffic Mitigation Update:

| # | Initiatives | Update(s) |
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| | Short Term (0 – 6 months) | |
| 1 | 95 th Street & Harding Avenue (westbound) Left turn lane added | On 04-27-2017, the traffic lanes in the 200 block of 95 Street, between Collins Avenue and Harding Avenue were modified to improve the traffic flow. New lane pavement markers delineate the new vehicular traffic flow for westbound traffic on 95 Street approaching Harding Avenue. The pavement markings allow vehicles to travel in two lanes west of the alleyway with one lane designated for travel westbound only on 95 th Street across Harding Avenue, and the other lane designated as a left turn only lane for vehicles turning southbound onto Harding Avenue. Three parking spaces on the North East side of 95 th Street & Harding Avenue have been eliminated to allow for a westbound travel lane. |
| 2 | New Stop Signs at all intersections west of Harding Avenue | Public Works installed stop signs at the following locations: <ul style="list-style-type: none"> • 89th Street & Byron Avenue (east-west) • 90th Street & Abbott Avenue (east-west) • 90th Street & Carlyle Avenue (east-west) |
| 3 | New Stop Bar Reflectors | Completed |
| 4 | New Speed Bumps | New speed bumps have been installed at the following locations: <ul style="list-style-type: none"> • 8900 block of Abbott Avenue • 9100 block of Abbott Avenue • 9300 block of Abbott Avenue |
| 5 | Revisit Street Closure <ul style="list-style-type: none"> o 94th Street / Abbott Avenue | Commission approved a motion against revisiting this item. |
| 6 | New Street Closure <ul style="list-style-type: none"> o Byron Avenue (northbound) at 88th Street | Requires study, Miami-Dade County and Miami Beach approval. Pending meetings / agreements. |
| 7 | Loop Detector Installation | CGA was authorized to move forward with the preparation of the bid documents for the traffic loops at three signalized intersections along Harding Avenue. CGA will need to provide updated scope of services and fee in order to provide traffic counts and traffic analysis at subject intersections (before and after traffic analysis) per Commission request at 05/09/17 meeting. |

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| | | The east Stop Bar at 93 Street & Harding Avenue will be moved back. |
| 8 | Install a centerline curb on 95 th Street between Abbott and Byron Avenues | Public Works installed delineators to deter trucks from traveling west on 95 th Street. |
| 9 | Eliminate Crosswalks on Collins (north) & Harding (south) Avenues | FDOT stated that eliminating crosswalks would hinder pedestrian travel and further study would be required before they can agree to that recommendation. |
| 10 | Create Vehicular Circulation Plans for New Construction Projects <ul style="list-style-type: none"> o Minimize lane closures | MOT's and circulation plans for new construction projects was a primary topic of discussion with FDOT and the surrounding jurisdictions representatives. A plan to improve the coordination of projects and to enhance communication by FDOT providing notice well in advance of all approved MOT's to the three jurisdictions was agreed upon. The early notice system has shown an improvement. |
| 11 | Evaluate Sidewalk Options | Commission approved a motion to continue to evaluate pedestrian safety options in Surfside. |
| 12 | Install traffic light at 96 th Street & Abbott Avenue Eliminate left hand turn at 96 th Street & Byron Avenue | Town Manager Olmedillo, Chief Allen, Captain Yero and Randy Stokes, from the Town and Eric Czerniejewski, CGA, met with Ramon Sierra, FDOT District 6. Several simulations were run, and the result is that the back-up traffic in the east bound direction made congestion worse on 96 th Street. This will not allow the vehicles turning right from Byron to move, causing a longer back-up on Byron and creating additional congestion on Harding and Collins. |
| 13 | Install a crosswalk at 90 th Street & Harding Avenue (north side) | FDOT agreed to reconsider installing a traffic signal at the location, pending study (count). The Town installed traffic delineators designed to allow a left turn only onto Harding Avenue, preventing vehicles from traveling westbound across the intersection. |
| 14 | Send demand letters to mapping companies | Completed |
| | Intermediate Term (7 – 18 months) | |
| 15 | Create One-Way Streets <ul style="list-style-type: none"> o 88th, 89th, 90th and 91st Street between Collins & Harding Avenues | Requires Miami Dade approval. |
| 16 | Design 91 st Street Improvements <ul style="list-style-type: none"> o Sidewalk, landscaping and buried utilities | Pending design and engineering cost estimates. |
| | Long Term (19+ months) | |
| 17 | Gate the area west of Harding Avenue and create a special taxing district | This item is back in the Commission discussion stage. |

| # | Parking | Update |
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| 1 | The Town of Surfside added 18 new single parking spaces and 2 | The additional parking spaces are located in the following locations: 100 block of 88 th Street (4 spaces) effective 06-01-2017 |

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| | <p>loading zones in the streets that are east of Collins Avenue. These new parking spaces provide additional parking options for residents and visitors to Surfside. The additional loading zones provide a safe location for trucks and other vehicles to deliver goods and services to residents.</p> | <p>100 block of 90th Street (4 spaces) effective upon completion of on-going construction project 100 block of 92nd Street (4 spaces) effective 06-01-2017 100 block of 96th Street (6 spaces) effective 06-01-2017</p> <p>The additional loading zones are located in the following locations:</p> <p>100 block of 89th Street - effective 06-01-2017 100 block of 94th Street - effective 06-01-2017</p> |
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C. Fourth of July: On July 4th, the Town of Surfside Parks and Recreation Department will host their Annual 4th of July Holiday Celebration featuring live music, activities including arts and crafts, swim races, etc. The event concludes with a beachside fireworks exhibition at 9:00 p.m. This event draws hundreds of families and visitors. Additional police officers have been assigned from 2:00 p.m. to 10:00 p.m. to ensure safety and security at the Community Center, on the beach, during the fireworks set-up and display, for beach escorts for trucks carrying equipment to the Community Center and on Collins Avenue to assist with pedestrian crossing.

D. Police Events

- The Police Teen Summer Program in conjunction with the Parks and Recreation Teen Camp will have presentations from Crime Scene Investigation, Miami-Dade Fire Rescue Venom Unit and visits to the Coast Guard Air Base, U.S. Customs and Border Protection, and Miami-Dade Fire Rescue Department Ocean Rescue in Haulover.
- The Florida Police Chiefs Association is hosting the 65th Annual Summer Training Conference & Exposition July 8– 12, 2017. The conference will be held at the Trump National Doral.
- Chief Charles Press from Key Biscayne Police Department, the Key Biscayne Community Foundation and the Miami Children’s Initiative are hosting their 5th Annual Christmas in July event at Key Biscayne Beach Club on July 15. CSA Juan Duran will represent the Surfside Police Department.
- Coffee with the Cops is July 25 at Starbucks at 10:00 a.m.
- The monthly Bike with the Chief is July 26 at Town Hall at 5:00 p.m.

Respectfully submitted:

Guillermo Olmedillo, Town Manager