



TOWN MANAGER'S REPORT

FEBRUARY 9, 2021

COMMUNITY PROGRAMS / INITIATIVES / ENHANCEMENTS

- I. SEE CLICK FIX REPORT – Attachment “A”**
- II. SOCIAL MEDIA (NEXTDOOR) REPORT – Attachment “B”**
- III. DEVELOPMENT APPLICATION PROCESS (2009 – PRESENT)**

There have been no updates to the Development Application Process Chart since January 4th, 2021.

IV. TOWN DEPARTMENTS

Code Compliance Division

A. Code Violation Cases: As of January, 26, 2021, the total number of active, open cases being managed is 181. Of these cases, 75 cases are still under investigation and are working towards compliance; 16 cases are on-hold; 20 cases are in the Special Master hearing queue; 1 case is in the post-hearing status; 33 code cases have been issued liens and remain unpaid; 36 code cases have service liens and remain unpaid. Properties with unpaid liens are sent reminder letters on a semi-annual basis.

B. Collected Civil Penalty Fines: Unresolved code compliance cases accrue fines until the code violation is resolved. After the violation is corrected, 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 potential reduction on the fine amount due.

The following is a summary by fiscal year of the fine amounts collected by the Town:

- FY 20/21: As of January 26, 2021, 26 cases have paid/settle for a total collection of \$ 11,714.00

- FY19/20: As of September 25, 2020, 109 cases have paid/settled for a total collection of \$96,240
- FY 18/19: 143 cases paid/settled for a total collection of \$35,654

C. The Code Compliance Division has assisted the Finance Department by conducting 49 Code lien searches as of January 26, 2021.

D. The Code Compliance staff has regularly distributed face masks throughout downtown to pedestrians and Covid-19 educational flyers to all Eastside Condominiums.

Finance Department

Monthly Budget to Actual Summary as of December 31, 2020 – *Attachment "C"*

Police Department

A. Police Department Statistics (January 1 – January 24, 2021)

- Traffic Citations – 519
- Parking Citations – 515
- Arrests – 7
- Dispatch Events – 1,169
- Incident/Crime Reports - 53

B. Coronavirus (COVID-19) Update

The Surfside Police Department has maintained situational awareness of the COVID-19 Pandemic Incident in coordination with Local, State, and Federal partner Agencies and through continued contact and information sharing with the Miami-Dade County Office of Emergency Operations-Emergency Operations Center. Our Department strives to maintain operational readiness, public preparedness, safeguarding the community, and enforcement of laws-ordinances-governmental orders.

C. Coronavirus (COVID-19) Related Actions:

- Communications with Miami-Dade Emergency Operations Center
- Surfside Police Department personnel along with Code Enforcement personnel are conducting mask details in the Business District issuing warnings and enforcing compliance for mask violations

D. Police Events/Community Outreach

- The Mobile DMV will be rescheduled as soon as possible.
- The Surfside Police Department will host two community bloods drives on February 14th and February 24th, 2021 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.

Respectfully submitted by:



Andrew E. Hyatt, Town Manager

SeeClickFix Report

Requests filtered by request category that have been created 01/01/2021 - 01/31/2021

Request Category	Created in period	Closed in period	Average days to close
Beach Issue	2	0	
Code Compliance (Safety Concern)	2	2	1
Code Compliance (Violation)	1	1	1
Other	7	3	2.9
Street lights (PW)	3	0	

Requests filtered by request category that have been created 01/01/2004 - 01/31/2021

Request Category	Created in period	Closed in period	Average days to close
96 Street Park (P & R)	11	11	2
Beach Issue	229	211	13
Code Compliance (Safety Concern)	105	103	19.6
Code Compliance (Violation)	177	174	17.7
Community Center (P & R)	11	9	8.1
Dog Stations (P & R)	15	15	3.1
Drainage/Flooding (PW)	42	34	17
Graffiti (PW)	5	3	17.5
Hawthorne Tot-Lot (P & R)	7	7	22.5
Other	285	273	15.3
Police (Safety Concern)	90	89	5.7
Pothole (PW)	6	6	18.4
Solid Waste (Commercial) (PW)	8	7	4.8
Solid Waste (Residential) (PW)	27	27	14.1
Street lights (PW)	71	60	83.2
Surfside Dog Park (P & R)	9	9	0.2
Utilities (Water/Sewer) (PW)	47	35	24.2
Barking Dog	12	12	13.2
Beach Patrol	5	5	2.1
Parking Issue	103	103	2.1
Construction Issues	46	40	10.1
Dead Animal	5	5	8.7



MEMORANDUM

To: Andrew Hyatt, Town Manager
From: Rachel Pinzur, Public Information Representative
Date: January 29, 2021
Subject: January Social Media (Nextdoor) Report

As part of the Town's communication strategy, the Public Information Representative (PIR) uses Nextdoor to provide residents with helpful information especially amid the coronavirus crisis and to further address matters that are important to residents. Nextdoor is only one of several communication channels used to reach residents including the Town's at-risk seniors and most vulnerable communities.

In January, the PIR continued to publish posts pertaining to the COVID-19 pandemic. Additionally, the PIR notified residents about the Town's kayak and DVAC surveys, parks and recreation programs, a blood drive, Town Commission meeting, anti-litter campaign art contest, MLK Day activities and traffic alerts.

It is important to reiterate the Nextdoor platform is not a replica of the Town's website and Gazette and should not be viewed as such. To that end, information presented on Nextdoor often refers back to the Town's primary communication tools. The Town encourages residents to find information on the Town's website (www.townofsurfsidefl.gov) and/or by contacting the Town directly.

Attachment "C"

TOWN OF SURFSIDE, FLORIDA
MONTHLY BUDGET TO ACTUAL SUMMARY
FISCAL YEAR 2020/2021
As of DECEMBER 31, 2020
25% OF YEAR EXPIRED (BENCHMARK)

Agenda Item #

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February 9, 2021

GOVERNMENTAL FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
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GENERAL FUND - 001

REVENUE	\$ 9,856,196	\$16,595,129	59%
EXPENDITURES	4,270,532	\$16,595,129	26%
Net Change in Fund Balance	5,585,664		
Fund Balance-September 30, 2020 (Unaudited)	18,286,748 ^A		
Fund Balance-December 31, 2020 (Reserves)	\$ 23,872,412		

TOURIST RESORT FUND - 102

REVENUE	\$ 484,417	\$2,939,353	16%
EXPENDITURES	832,553	\$2,939,353	28%
Net Change in Fund Balance	(348,136)		
Fund Balance-September 30, 2020 (Unaudited)	2,109,658		
Fund Balance-December 31, 2020 (Reserves)	\$ 1,761,522		

POLICE FORFEITURE FUND - 105

REVENUE	\$ 9,963	\$2,000	498%
EXPENDITURES	564	\$2,000	28%
Net Change in Fund Balance	9,399		
Fund Balance-September 30, 2020 (Unaudited)	168,289		
Fund Balance-December 31, 2020 (Reserves)	\$ 177,688		

TRANSPORTATION SURTAX FUND - 107

REVENUE	\$ 23,386	\$235,706	10%
EXPENDITURES	19,695	\$235,706	8%
Net Change in Fund Balance	3,691		
Fund Balance-September 30, 2020 (Unaudited)	442,856		
Fund Balance-December 31, 2020 (Reserves)	\$ 446,547		

BUILDING FUND - 150

REVENUE	\$ 173,332	\$1,068,035	16%
EXPENDITURES	252,379	\$1,068,035	24%
Net Change in Fund Balance	(79,047)		
Fund Balance-September 30, 2020 (Unaudited)	1,991,388		
Fund Balance-December 31, 2020 (Reserves)	\$ 1,912,341		

CAPITAL PROJECTS FUND - 301

REVENUE	\$ 1,580	\$2,980,448	0%
EXPENDITURES	22,200	\$2,980,448	1%
Net Change in Fund Balance	(20,620)		
Fund Balance-September 30, 2020 (Unaudited)	4,899,128		
Fund Balance-December 31, 2020 (Reserves)	\$ 4,878,508		

NOTES:

- 1) Many revenues for December 2020 are received in subsequent months (timing difference) and are recorded on a cash basis in the month received.
 - 2) Expenditures include payments and encumbrances. An encumbrance is a reservation of a budget appropriation to ensure that there is sufficient funding available to pay for a specific obligation.
- A.** Includes \$2,000,000 available for hurricane/emergencies. The unaudited balance of \$16,286,748 is unassigned fund balance (reserves).

PROPRIETARY FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
WATER & SEWER FUND - 401			
REVENUE	\$ 1,028,571	\$4,416,436	23%
EXPENDITURES	641,744	\$4,416,436	15%
Change in Net Position	386,827		
Unrestricted Net Position-September 30, 2020 (Unaudited)	(2,376,269)		
Unrestricted Net Position-December 31, 2020 (Reserves)	\$ (1,989,442)		
MUNICIPAL PARKING FUND - 402			
REVENUE	\$ 296,786	\$1,288,140	23%
EXPENDITURES	354,264	\$1,288,140	28%
Change in Net Position	(57,478)		
Unrestricted Net Position-September 30, 2020 (Unaudited)	1,293,993		
Unrestricted Net Position-December 31, 2020 (Reserves)	\$ 1,236,515		
SOLID WASTE FUND - 403			
REVENUE	\$ 424,866	\$1,917,932	22%
EXPENDITURES	627,902	\$1,917,932	33%
Change in Net Position	(203,036)		
Unrestricted Net Position-September 30, 2020 (Unaudited)	219,615		
Unrestricted Net Position-December 31, 2020 (Reserves)	\$ 16,579		
STORMWATER FUND - 404			
REVENUE	\$ 229,600	\$840,000	27%
EXPENDITURES	254,607	\$840,000	30%
Change in Net Position	(25,007)		
Unrestricted Net Position-September 30, 2020 (Unaudited)	3,205,050		
Unrestricted Net Position-December 30, 2021 (Reserves)	\$ 3,180,043		
FLEET MANAGEMENT FUND - 501			
REVENUE	\$ 214,953	\$863,307	25%
EXPENDITURES	100,318	\$863,307	12%
Change in Net Position	114,635		
Unrestricted Net Position-September 30, 2020 (Unaudited)	825,488		
Unrestricted Net Position-December 31, 2020 (Reserves)	\$ 940,103		



Jason D. Greene, Assistant Town Manager/CFO



Andrew Hyatt, Town Manager

Town of Surfside
Net Funds Historical Balances
Period 2017 - December 2020

FUND	9/30/2017	9/30/2018	9/30/2019	9/30/2020	12/31/2020	CAGR ^(a)
General	\$ 8,460,802	\$ 10,902,050	\$ 14,984,105	\$ 18,286,748	\$ 23,872,412	29.3%
Tourist Resort	469,880	356,313	1,640,525	2,109,658	1,761,522	65.0%
Police Forfeiture	164,933	159,527	105,725	168,289	177,688	0.7%
Transportation Surtax	388,363	263,292	328,377	442,856	446,547	4.5%
Building	1,742,910	2,760,673	2,563,517	1,991,388	1,912,341	-11.9%
Capital Projects	576,122	2,158,902	3,048,582	4,899,128	4,878,508	104.1%
Water & Sewer	(3,048,579)	(2,546,398)	(2,367,098)	(2,376,269)	(1,989,442)	-8.0%
Municipal Parking	811,013	943,315	1,198,948	1,293,993	1,236,515	16.9%
Solid Waste	429,743	601,201	641,636	219,615	16,579	-20.1%
Stormwater	3,264,379	3,203,878	3,200,132	3,205,050	3,180,043	-0.6%
Fleet Management	-	-	585,363	825,468	940,103	N/A
Total	\$ 13,259,566	\$ 18,802,753	\$ 25,929,812	\$ 31,065,924	\$ 36,432,816	28.7%

(a) - CAGR stands for Compound Average Growth Rate, and is a useful measure of growth over multiple time periods. It represents the growth rate of a Fund Balance from the initial time value to the ending balance if you assume that the fund has been compounding over a time period.