



TOWN MANAGER'S REPORT

APRIL 13, 2021

COMMUNITY PROGRAMS / INITIATIVES / ENHANCEMENTS

- I. SEE CLICK FIX REPORT – *Attachment “A”*
- II. DEVELOPMENT APPLICATION PROCESS (2012 – PRESENT) – *Attachment “B”*
- III. TOWN DEPARTMENTS

Code Compliance Division

A. Code Violation Cases: As of March 30, 2021, the total number of active, open cases being managed is 210. Of these cases, 102 cases are still under investigation and are working towards compliance; 15 cases are on-hold; 23 cases are in the Special Master hearing queue; 2 cases are in post-hearing status; 30 code cases have been issued liens and remain unpaid; 38 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 21: As of March 30, 2021, 46 cases have paid/settle for a total collection of \$ 17,905
- FY 20: As of September 30, 2020, 109 cases have paid/settled for a total collection of \$ \$115,851
- FY 19: 143 cases paid/settled for a total collection of \$35,654

C. The Code Compliance Division has assisted the Finance Department by conducting 59 Code lien searches for the month of March, 2021.

D. The Code Compliance staff has continued to regularly distribute face masks throughout downtown to pedestrians and continued with enforcement and education of COVID-19 regulations regarding social distancing on commercial establishments.

Community Services & Public Communications Department

A. In April, the Town will celebrate Earth Month, highlighting different ways residents, staff and visitors can contribute to our resilience goals. We honor Natasha De Mier, Surfside resident and sixth-grader at Ruth K. Broad School, as our Anti-Litter Art Contest winner. Natasha's "Don't Litter, Save the Critters!" design beat out 30 other entries. Her artwork has been featured on the April Gazette cover page and will be displayed on banners throughout Town to help encourage recyclable and sustainable efforts.

B. From early to mid-March, the Town collected more than 100 pairs of shoes to donate to Camillus House to benefit the homeless in Miami-Dade County.

C. Throughout the Town's mini COVID-19 vaccination campaign, all of the Town's current communications channels were used, including printed flyers, CodeRed alerts, email platform, and Nextdoor page. On March 24th, a total of 210 individuals (Surfside residents and Town employees) received the first dose of the vaccine. On April 14th, the Town will host a vaccination clinic for the administration of the 2nd dose only. A reminder email was sent out to those scheduled for the second dose Monday, April 12th.

- The COVID-19 initial email campaign drew 665 opens (13% higher than the Town's previous campaigns for the same week) and a click-through rate of 17%, a higher rate than the Town's average clicks.
- On Nextdoor, posts about the COVID-19 vaccination clinic garnered 1,576 impressions of the monthly total impressions (4,658).
- Additionally, those residents who are homebound and unable to travel to vaccination sites were registered with the Florida Division of Emergency Management to receive in-home vaccinations and have been vaccinated.

Finance Department

A. American Rescue Plan – Surfside Financial Impact

Based on the estimates provided, the Town of Surfside will be receiving ~\$2.37M from the recently enacted American Rescue Plan. The Town's Finance Department will review the impact on the Town's finances. When more detail is provided Town Administration

will recommend an action plan on usage of funds for the current fiscal year and through the Fiscal Year 2022 budget process.

Below is a short summary of information known so far:

- Payments to local governments will be made in two tranches
 - 1st half - 60 days after enactment to the State then the State has 30 days to send to the Town, but they may seek an extension
 - 2nd half one year later
 - Funding available through and must be spent by end of calendar year 2024
- Eligible uses include:
 - Revenue replacement for the provision of government services to the extent the reduction in revenue due the COVID-19 public health emergency relative to revenues collected in the most recent fiscal year prior to the emergency
 - Premium pay for essential workers
 - Assistance to small businesses, households, and hard-hit industries, and economic recovery
 - Investments in water, sewer and broadband infrastructure
- The bill contains two restrictions on eligible uses:
 - Funds cannot be used to directly or indirectly offset tax reductions or delay a tax/tax increase
 - Funds cannot be deposited into any pension fund

B. Monthly Budget to Actual Summary as of February 28, 2021 – Attachment “C”

Police Department

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

- Traffic Citations – 435
- Parking Citations – 574
- Arrests – 6
- Dispatch Events – 1,267
- Incident/Crime Reports - 66

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 enhanced patrols in the Business District focused on facial covering and social distancing mandates per Miami-Dade County emergency orders

D. Significant Incidents/Events

- Traffic Crash Fatality on March 7, 2021 at 1628 hours - 9500 Block of Byron Avenue: The driver was being guided into the driveway by the pedestrian, who was sitting in a wheelchair, in front of the vehicle when the driver accidentally accelerated and struck the pedestrian.
- Accidental Shooting on March 9, 2021 at 0413 hours – 9400 block of Abbott Avenue: Officers responded to a call of a person who accidentally shot herself in the hand. The adult female woke up after hearing a noise in her apartment. The female grabbed a pen gun which accidentally discharged in her hand. The female sustained non-life-threatening injuries to her hand and leg and was transported to Mount Sinai Hospital. The Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) responded to the scene and impounded the pen gun.

E. National Public Safety Telecommunications Week

National Public Safety Telecommunications Week is April 12th -16th, 2021. This week is celebrated annually and honors the thousands of men and women who answer emergency calls, dispatch emergency professionals and equipment, and render life-saving assistance to citizens and first responders.

Communications Supervisor Susie Sperbeck, Communications Operator Tameka Burnell-McKnight, Communications Operator Kenia Castillo and Communications Operator Jorge Villar are honored by the Command Staff and colleagues for their service to the law enforcement profession as communications operators. In times of crisis such as the Coronavirus COVID-19 pandemic, their essential service is clearly demonstrated and greatly appreciated by all they serve. A special thank you to these dedicated professionals for all that they do each and every day.

F. Miami-Dade Waterways "At-Risk" Vessels Task Force

The Surfside Police Department will be participating in the Miami-Dade Waterways "At-Risk" Vessels Task Force organized by Commissioner Sally Heyman. The Task Force is a collaborative effort between Miami-Dade County, Florida Fish and Wildlife Commission (FWC), U.S. Coast Guard, DERM, FIU, Biscayne National park (BNP), Miami-Dade Police Chiefs Association and 18 Police Departments and marine patrols.

The purpose of this initiative is to educate the police departments, working with other agencies, in taking the appropriate actions to identify and prevent "At Risk" vessels from becoming derelict and reduce the navigational and environmental hazards plaguing our waterways.

Sergeant Jay Matelis will be attending the training conducted by FWC, US Coast Guard and DERM on April 1, 2021 from 10:00 a.m. to 2:00 p.m. at the FIU North Campus.

G. Police Events/Community Outreach

- The Mobile DMV will be rescheduled as soon as possible.
- In anticipation of an influx of beach goers during spring break, the Police Department has enhanced patrol on the beach
- The Surfside Police Department has increased police presence with assigned details for high visibility and enhanced patrol in high traffic locations and area synagogues during the Passover Prayer Services and Holiday Meals from March 26, 2021 to April 4, 2021
- Surfside PD, Aventura PD, Bay Harbor Islands PD, North Miami PD and Sunny Isles Beach PD will host a Shred-a -Thon and DEA Drug Take Back on April 25, 2021 at Bill Bird Marina (Haulover Park) from 10:00 a.m. to 1:00 p.m.
- The Surfside Police Department will host a community blood drive on April 25, 2021 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.

IV. TOWN PROJECTS

Biscaya Waterline Replacement

The construction contract is currently being prepared by the Town Attorney. Once executed by all parties, Town staff and consulting engineer will host a kickoff meeting and then be underway with construction.

96th Street Park

The first virtual public outreach meeting and in person events for the 96th Street Park Project were successfully completed in March. The Design Team has analyzed the community feedback and started the Schematic Design phase of the project. The team continues to gather site data as they develop alternate designs to present to the Parks & Recreation Committee, Community, and Commission over the next two months.

Abbott Avenue Drainage Study

The consulting engineer submitted on March 17, 2021 the Task #1 – CGA's Drainage Report Evaluation Memorandum and is continuing to work on Task #2 – Existing Condition ICPR Model. Basins have been delineated by using available LIDAR Information and the ICPR Model is being developed. The consulting engineer scheduled a meeting on March 30, 2021 with FDOT D6 Drainage Office to discuss stormwater impacts on Abbott Avenue from FDOT ROW. The consulting engineer is determining key missing information on infrastructure and will prepare an email with the request for the missing information and scheduled a site visit for March 31, 2021.

Byron/Bay Closure Study

The transportation consulting engineer coordinated with Miami-Dade County regarding the initial process. Currently working on development of the traffic methodology for the road closure to distribute to the public agencies provided by Miami-Dade County.

Undergrounding of Utilities

The utility undergrounding conversion project for the Town of Surfside made significant progress this month with commitments received from FPL, Atlantic Broadband (ABB), ATT, and Hotwire for the design and implementation of underground facilities for the Town.

Proposals for initial design were received from FPL and ABB. ATT and Hotwire are expected in the near future. Solicitation of design coordination engineering services are in process with a recommendation included on the April agenda. Preliminary site surveys have commenced with estimating quantities in their early stages.

Respectfully submitted by:



Andrew E. Hyatt, Town Manager

Attachment "A"

SeeClickFix Report

Requests filtered by request category that have been created 03/01/2021 - 03/31/2021

Request Category	Created in period	Closed in period	Average days to close
Beach Issue	1	0	
Other	2	1	0.5
Solid Waste (Residential) (PW)	3	0	
Surfside Dog Park (P & R)	1	1	0.5
Parking Issue	2	1	0

Requests filtered by request category that have been created 01/01/2014 - 03/31/2021

Request Category	Created in period	Closed in period	Average days to close
96 Street Park (P & R)	11	11	2
Beach Issue	230	213	15.9
Code Compliance (Safety Concern)	104	104	20.8
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	289	274	15.3
Police (Safety Concern)	93	92	5.5
Pothole (PW)	6	6	18.4
Solid Waste (Commercial) (PW)	8	7	4.8
Solid Waste (Residential) (PW)	32	28	13.2
Street lights (PW)	72	60	83.2
Surfside Dog Park (P & R)	10	10	0.3
Utilities (Water/Sewer) (PW)	47	35	24.2
Barking Dog	12	12	13.2
Beach Patrol	6	5	2.1
Parking Issue	106	104	2.1
Construction Issues	46	41	13.7
Dead Animal	5	5	8.7

Last updated on 4/1/2021

DEVELOPMENT APPLICATION PROCESS (2012 - PRESENT)									
Application Date Location	Project Description	Zoning Process	Density/Intensity		Variances		Building Permit		Status
			Allowed	Approved	Requested	Received	Application No.	Status	
Original submittal: 7/13/2012 Site plan amendment: 4/16/16 9011 Collins Avenue	Surf Club - restoration of the famous surf club historic structure and for the construction of new improvements	DRG - 7/31/2012, 8/23/2012, site plan amendment: 5/16/2016, 8/4/2016, 3/9/2017, 5/11/2017 P&Z - Original site plan: 9/27/2012, site plan amendment: 8/31/2017 TC - Original site plan: 10/15/2012, site plan amendment: 10/10/2017 Site Plan Ext -	762 units	257 units	None	None	13-727	Issued	Under Construction
7/20/2012 9450 Collins Ave	The Shul - New multiuse glass atrium and joining learning center (3 stories)	DRG - 2/11/2013, 3/27/2013, 7/9/2013 P&Z - 2/27/2014 TC - 10/28/2014 Site Plan Ext -	3 story expansion of 8,558.9 square feet		None	None	14-509	Issued	Under Construction
3/15/2015 201, 203, 205, 207, 209 & 215 88th St 8809 Harding Ave	Surfside Condo's - redevelopment of (7) parcels into single unified condo development	DRG - 4/2/2015, 6/3/2015 P&Z - 8/27/2015 TC - 12/8/2015 Site Plan Ext -	65 units	28 units	None	None	16-569	Plans approved, waiting on GC	Pending selection of GC
8/12/2015 12/23/20 Site Plan Amendment 9133 Collins Ave & 9149 Collins Ave	Surf Club II - Redevelopment of property with a multi-family residential project and renovation of existing historic structure. Reduction of dwelling units and hotel rooms. Revisions to expand underground parking and revisions to balcony design	DRG - 9/4/2015, 3/9/2017, 9/17/2017, 2/9/2021 P&Z - 12/7/2017, 2/11/2021 TC - 2/13/2018, 2021 Date To Be Scheduled Site Plan Ext - Site Plan Extension of approved by TC on 7/28 TC Meeting. Applicant requested extension of site plan due to FL Declaration of Emergency	199 units	Reduced to 31 condo units, 26 hotel rooms	None	None		Has not applied for permit yet.	
Original submittal: 2/11/2016 Revised submittal: 5/31/18 9380, 9372, 9364, 9348, 9340, 9322, 9316 & 9300 Collins Ave	9300 Collins Ave - demolition of all existing improvements, construction of 3-story building	DRG - Original submittal: 3/10/2016, 4/27/2016 Revised submittal: 6/27/2018, 8/28/2018, 11/1/18 P&Z - Original approval: 7/18/2016, Revised approval: 11/29/18 TC - Original approval: 11/10/2016, Approved February 26, 2019 Site Plan Ext - Request submitted to extend approval due to emergency declaration (Hurricane Dorian)	250 units	Request is for 205 units	None	None	18-610	Has not applied for permit yet	
5/4/2016 8955 Collins Ave	Residential Condominiums	DRG - 6/20/2016, 7/27/2016 P&Z - 10/27/2016 11/10/2016 TC - 11/10/2016 Site Plan Ext -	110 units	16 units	None	None	16-602	Issued	Under Construction
10/1/2016 9116 Harding Ave	303 Surfside - 4 Townhouses	DRG - 11/2/2016, 2/7/2017, 5/18/2017 P&Z - 6/27/2018 TC - 4/14/2018 Site Plan Ext -	8 units	4 units	None	None		Has not applied for permit yet	
5/19/2017 8995 Collins Ave	Surf House - site plan approval for expansion to existing multi-family building	DRG - 6/19/2017, 8/24/2017, 9/28/2017 P&Z - 2/22/2018, 4/26/2018, 5/31/2018, approved on 10/27/19 TC - Scheduled for 12/10/19 Site Plan Ext -	99 units	Current request has not been scheduled for commission yet. Request is for 34 units	3 requested: 1. Section 90-82. - Off-street loading requirements (Loading Space Size). 2. Section 90-91.2. - Required buffer landscaping adjacent to streets and abutting properties (Landscape Buffer). 3. Section 90.93(1b). - Open Space (Open Space Trees).	Has not been scheduled for TC until recommendation from PZ		Has not applied for permit yet	
Original Submittal: 1/06/2015 Revised submittals: 8/01/2016, 12/23/2016, 03/09/2018, 10/29/2018 9/25/2020 8851 Harding Avenue	18 multi-family units	DRG - 01/22/2015, 08/18/2016, 01/23/2017, 03/23/2018, 11/29/2018 Meeting Pending, 2/25/2021 PZ - 01/31/19 PZ recommended approval (Requires PZ Reconsider) 2/25/2021 PZ Denied Plan TC - Denied by the Commission (requires reconsideration by TC), 2021 Date to be Scheduled Site Plan Ext -	33 units	Request is for 18 units Updated Site Plan needs to be reviewed by new Town Planner. DRG and P&Z to be scheduled	1 requested: Section 90-82. - Off-street loading requirements (Loading Space Size). Not Required in 2021 Plan	Approved		Denied	
7/3/2019 9580 Abbott Ave	Young Israel Variance Request to eliminate landscaping to provide for a handicapped accessible ramp	DRG - N/A P&Z - 8/29/2019 TC - 10/29/19 Site Plan Ext -			1 requested: eliminate landscaping along the north side of the building	Approved			
1/7/2020 8926 Collins Avenue	Arte request to have FPL vault encroach into landscape buffer.	DRG - N/A P&Z - 1/30/2020 TC - 2/11/2020 Site Plan Ext -			Landscape buffer	Approved			

TOWN OF SURFSIDE, FLORIDA
MONTHLY BUDGET TO ACTUAL SUMMARY
FISCAL YEAR 2020/2021
As of FEBRUARY 28, 2021
42% OF YEAR EXPIRED (BENCHMARK)

Agenda Item #

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April 13, 2021

GOVERNMENTAL FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
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GENERAL FUND - 001

REVENUE	\$ 12,481,214	\$16,595,129	75%
EXPENDITURES	6,117,584	\$16,595,129	37%
Net Change in Fund Balance	6,363,630		
Fund Balance-September 30, 2020 (Unaudited)	18,286,748 ^A		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 24,650,378</u>		

TOURIST RESORT FUND - 102

REVENUE	\$ 1,632,149	\$2,939,353	56%
EXPENDITURES	1,242,121	\$2,939,353	42%
Net Change in Fund Balance	390,028		
Fund Balance-September 30, 2020 (Unaudited)	2,109,658		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 2,499,686</u>		

POLICE FORFEITURE FUND - 105

REVENUE	\$ 17,027	\$2,000	851%
EXPENDITURES	917	\$2,000	46%
Net Change in Fund Balance	\$ 16,110		
Fund Balance-September 30, 2020 (Unaudited)	168,289		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 184,399</u>		

TRANSPORTATION SURTAX FUND - 107

REVENUE	\$ 56,016	\$235,706	24%
EXPENDITURES	36,480	\$235,706	15%
Net Change in Fund Balance	19,536		
Fund Balance-September 30, 2020 (Unaudited)	442,856		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 462,392</u>		

BUILDING FUND - 150

REVENUE	\$ 288,735	\$1,068,035	27%
EXPENDITURES	388,680	\$1,068,035	36%
Net Change in Fund Balance	(99,945)		
Fund Balance-September 30, 2020 (Unaudited)	1,991,388		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 1,891,443</u>		

CAPITAL PROJECTS FUND - 301

REVENUE	\$ 2,286	\$2,980,448	0%
EXPENDITURES	440,375	\$2,980,448	15%
Net Change in Fund Balance	(438,089)		
Fund Balance-September 30, 2020 (Unaudited)	4,899,128		
Fund Balance-February 28, 2021 (Reserves)	<u>\$ 4,461,039</u>		

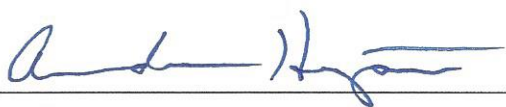
NOTES:

- 1) Many revenues for February 2021 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	\$ 1,931,384	\$4,416,436	44%
EXPENDITURES	1,239,068	\$4,416,436	28%
Change in Net Position	692,316		
Unrestricted Net Position-September 30, 2020 (Unaudited)	(1,733,610)		
Unrestricted Net Position-February 28, 2021 (Reserves)	\$ (1,041,294)		
MUNICIPAL PARKING FUND - 402			
REVENUE	\$ 545,822	\$1,288,140	42%
EXPENDITURES	511,634	\$1,288,140	40%
Change in Net Position	34,188		
Unrestricted Net Position-September 30, 2020 (Unaudited)	1,293,993		
Unrestricted Net Position-February 28, 2021 (Reserves)	\$ 1,328,181		
SOLID WASTE FUND - 403			
REVENUE	\$ 653,589	\$1,917,932	34%
EXPENDITURES	856,068	\$1,917,932	45%
Change in Net Position	(202,479)		
Unrestricted Net Position-September 30, 2020 (Unaudited)	219,615		
Unrestricted Net Position-February 28, 2021 (Reserves)	\$ 17,136		
STORMWATER FUND - 404			
REVENUE	\$ 385,743	\$1,070,706	36%
EXPENDITURES	332,854	\$1,070,706	31%
Change in Net Position	52,889		
Unrestricted Net Position-September 30, 2020 (Unaudited)	3,205,050		
Unrestricted Net Position-February 28, 2021 (Reserves)	\$ 3,257,939		
FLEET MANAGEMENT FUND - 501			
REVENUE	\$ 358,255	\$863,307	41%
EXPENDITURES	303,984	\$863,307	35%
Change in Net Position	54,271		
Unrestricted Net Position-September 30, 2020 (Unaudited)	825,468		
Unrestricted Net Position-February 28, 2021 (Reserves)	\$ 879,739		



Jason D. Greene, Assistant Town Manager/CFO



Andrew Hyatt, Town Manager

Town of Surfside
Net Funds Historical Balances
Period 2017 - February 2021

FUND	9/30/2017	9/30/2018	9/30/2019	9/30/2020	2/28/2021	CAGR ^(a)
General	\$ 8,460,802	\$ 10,902,050	\$ 14,984,105	\$ 18,286,748	\$ 24,650,378	29.3%
Tourist Resort	469,880	356,313	1,640,525	2,109,658	2,499,686	65.0%
Police Forfeiture	164,933	159,527	105,725	168,289	184,399	0.7%
Transportation Surtax	388,363	263,292	328,377	442,856	462,392	4.5%
Building	1,742,910	2,760,673	2,563,517	1,991,388	1,891,443	-11.9%
Capital Projects	576,122	2,158,902	3,048,582	4,899,128	4,461,039	104.1%
Water & Sewer	(3,048,579)	(2,546,398)	(2,367,098)	(2,376,269)	(1,041,294)	-8.0%
Municipal Parking	811,013	943,315	1,198,948	1,293,993	1,328,181	16.9%
Solid Waste	429,743	601,201	641,636	219,615	17,136	-20.1%
Stormwater	3,264,379	3,203,878	3,200,132	3,205,050	3,257,939	-0.6%
Fleet Management	-	-	585,363	825,468	879,739	N/A
Total	\$ 13,259,566	\$ 18,802,753	\$ 25,929,812	\$ 31,065,924	\$ 38,591,038	30.6%

(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.