



TOWN MANAGER'S REPORT

MAY 11, 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 April 26, 2021, the total number of active, open cases being managed is 222. Of these cases, 109 cases are still under investigation and are working towards compliance; 21 cases are on-hold; 23 cases are in the Special Master hearing queue; 6 cases are in post-hearing status; 23 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 April 26, 2021, 53 cases have paid/settle for a total collection of \$19,321.00
- FY 20: 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 48 Code lien searches for the month of April 2021.

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

Community Services & Public Communications Department

A. During April, the Communications and Tourism departments focused on earth-friendly activities and projects, working with Public Works and the Fill A Bag organization to install four additional clean up stations at the following locations:

- 96th Street beach entrance
- Grand Beach Hotel beach entrance
- Community Center beach entrance
- 92nd Street beach entrance
- 88th Street beach entrance

Each of these stations allows participants to record and obtain community service hours through the Fill A Bag organization, by taking a photo of themselves participating in a clean-up and filling out the form by scanning the QR code bolted to the station posts.

B. Banners and decals featuring the "Don't Litter, Save the Critters" campaign materials will be displayed throughout Town this month. Locations will be the Town Community Center, Tennis Center, and 96th Street Park. Decals will be placed on trash/recycling receptacles throughout the Town.

C. As part of the Earth Day efforts, the department released the "How Does a Pelican Find Its Way Home?" video to document the brown pelican release in partnership with Surfside Parks & Recreation and the Pelican Harbor Seabird Station. The video will run throughout the month on Channel 663 and is posted to the Town's YouTube page.

Finance Department

A. Monthly Budget to Actual Summary as of March 31, 2021 – *Attachment "C"*

Police Department

A. *Police Department Statistics (April 1 – April 23, 2021)*

- Traffic Citations – 290
- Parking Citations – 506
- Arrests – 8

- Dispatch Events – 1,000
- Incident/Crime Reports - 49

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

D. National Police Appreciation Week

May is the month where the nation celebrates Memorial Day and National Police Appreciation Week. The National Police Appreciation Week is celebrated annually and will take place this year from May 9 to May 15, 2021. National Police Appreciation Week is a collaborative effort of many organizations dedicated to honoring America's law enforcement community.

In 1962, President John F. Kennedy signed a proclamation which designated May 15 as Peace Officers Memorial Day and the week in which that date falls as Police Week. Tens of thousands of law enforcement officers from around the world traditionally converge on Washington, D.C. to participate in a number of planned events which honor those that have paid the ultimate sacrifice. The Memorial Service began in 1982 as a gathering in Senate Park of approximately 120 survivors and supporters of law enforcement. Decades later, the event, more commonly known as National Police Week, has grown to a series of events which attracts thousands of survivors and law enforcement officers to our Nation's Capital each year. Due to the ongoing pandemic, the in-person events in Washington, D.C. to honor fallen officers from 2019 and 2020 have been rescheduled for October 13 -17, 2021.

Locally there are several events to honor the men and women of law enforcement.

The Law Enforcement Officers Memorial was established in 1980 to honor fallen officers from every police department and law enforcement agency within Miami-Dade County. In 2001, four black granite walls were erected; etched with the names of the gallant men and women who died serving the citizens of their community.

The Eternal Blue Line Flag will be flown over Surfside Town Hall the month of May in honor of the fallen officers.

E. Police Events/Community Outreach

- The Mobile DMV will be rescheduled as soon as possible.
- The North Miami Police Department honored their fallen police officers Sergeant Carl W. Mertes, Detective Sergeant Steven E. Bauer and Sergeant Lynette Hodge with a Memorial Ceremony on May 4, 2021 at 9:00 a.m. at the North Miami Police Department. Captain Healy participated in this poignant event.
- The 40th Annual Miami-Dade Law Enforcement Officers Memorial Ceremony was May 6, 2021 at 7:00 p.m. at Tropical Park. Capt. Marciante attended the event and Sgt. Lorente proudly represented the Surfside Police Department as a member of a multijurisdictional Honor Guard Team participating in the ceremony.
- The North Miami Beach Police Department honored their fallen police officers Lieutenant James Hyre, Detective Sergeant Orestes Lorenzo and Officer Miguel Acevedo with a Memorial Ceremony on May 7, 2021 at 10:00 a.m. at the North Miami Beach Police Department. Captain Marciante participated in this poignant event.
- The Surfside Police Department will host a community blood drive on May 26, 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 has been prepared by the Town Attorney and provided to the contractor. Town staff and consulting engineer hosted a construction kickoff meeting on May 3, 2021.

96th Street Park

The design team presented the results of the March public input and preliminary schematic design options to the Parks & Recreation Committee on April 12, 2021. On April 28, 2021, the design team presented refined schematic site designs, incorporating Committee feedback, in a public zoom meeting for further comments. There will be additional digital and in person feedback gathering for a few days after the zoom meeting and then the design team will take comments into account to develop a final schematic site design. The final schematic design will be presented to the Town Commission for approval to move forward with Design Development later in May 2021.

Abbott Avenue Drainage Study

The consulting engineer (KEITH) is finalizing the existing conditions ICPR Model and is preparing an existing condition report to submit to the Town to complete Task #2. KEITH met with FDOT District 6 Drainage Office on March 30, 2021 and discussed the stormwater impacts on Abbott Avenue from FDOT ROW. FDOT has subsequently provided KEITH & the Town with the FDOT pump station maintenance agreement between the Town and FDOT executed in 2007. They also provided their available as-builts. The consulting engineer provided FDOT with the information previously gathered. KEITH conducted a site visit on April 26, 2021 to gather further information on the existing conveyance systems.

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. The traffic study methodology has been sent to each agency and have requested a written response. Follow-up meetings will be scheduled once each agency has provided a response if needed.

Undergrounding of Utilities

At the direction of the Commission, the Town has begun the process to expedite the conversion of overhead utilities to underground locations. These efforts require coordination and design efforts involving all of the Town's utility providers with overhead lines, such as power, communications, and internet companies. Once the design phase has been completed and agreements with these companies are in place, the Town can move forward to ensure all feeder and lateral lines are buried.

As of April 2021, the Town is in Phase 1 of the Project, when designs by the utility providers are completed and the design coordination of all utilities, including water and sewer lines, are made. Once those plans have been created, residents will have an idea of where and what type of aboveground infrastructure, such as utility boxes, will be located.

Phase 1 of the project includes payments for:

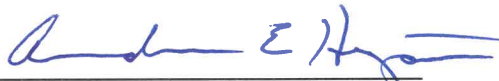
- Utility providers such as FPL, Atlantic Broadband, and AT&T to complete their design efforts (FPL and ABB are authorized);

- Design coordination efforts up to a 50% design level by a qualified professional engineering firm (pending authorization); and
- Project management and construction cost estimating (authorized).

Phase 1 of the project which will provide the Town with a construction cost estimate and a level of design to know where above ground utility infrastructure will be located is expected to cost about \$425,000 of which up to \$290,000 is for the design coordination effort.

Additional discussion on this issue, including the authorization to expend up to \$290,000 on the design coordination effort, will take place during the next Commission meeting.

Respectfully submitted by:



Andrew E. Hyatt, Town Manager

SeeClickFix Report

Requests filtered by request category that have been created 04/01/2021 - 04/30/2021

Request Category	Created in period	Closed in period	Average days to close
Beach Issue	2	0	
Code Compliance (Safety Concern)	3	3	0.1
Code Compliance (Violation)	2	2	0.1
Other	3	0	
Police (Safety Concern)	2	1	0.3
Solid Waste (Residential) (PW)	3	0	
Utilities (Water/Sewer) (PW)	1	0	
Construction Issues	2	0	

Requests filtered by request category that have been created 01/01/2014 - 04/30/2021

Request Category	Created in period	Closed in period	Average days to close
96 Street Park (P & R)	11	11	2
Beach Issue	232	213	15.9
Code Compliance (Safety Concern)	107	107	20.2
Code Compliance (Violation)	179	176	17.5
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	292	274	15.3
Police (Safety Concern)	95	93	5.4
Pothole (PW)	6	6	18.4
Solid Waste (Commercial) (PW)	8	7	4.8
Solid Waste (Residential) (PW)	35	28	13.2
Street lights (PW)	72	60	83.2
Surfside Dog Park (P & R)	10	10	0.3
Utilities (Water/Sewer) (PW)	48	35	24.2
Barking Dog	12	12	13.2
Beach Patrol	6	5	2.1
Parking Issue	106	104	2.1
Construction Issues	48	41	13.7
Dead Animal	5	5	8.7

last updated on 4/26/2021

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, 4/29/21 Scheduled TC - 2/13/2018, 4/13/21 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 - 1/10/2016 Site Plan Ext -	110 units	16 units	None	None	16-602	Issued	Under Construction

DEVELOPMENT APPLICATION PROCESS (2012 - PRESENT), Cont.

Application Date Location	Project Description	Zoning Process	Density/intensity		Variances		Building Permit		Status
			Allowed	Approved	Requested	Received	Application No.	Status	
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), 5/11/21 Tentative TC Site Plan Ext -	33 units	Current request is for 18 units. Town Planner, DRG recommended approval, P&Z recommended denial	1 requested: Section 90-82. – Off-street loading requirements (Loading Space Size). Not Required in 2021 Plan	Approved, not needed in current request			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 -							
1/7/2020 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 -							

TOWN OF SURFSIDE, FLORIDA
MONTHLY BUDGET TO ACTUAL SUMMARY
FISCAL YEAR 2020/2021
As of MARCH 31, 2021
50% OF YEAR EXPIRED (BENCHMARK)

Agenda Item #

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May 11, 2021

GOVERNMENTAL FUNDS	ACTUAL	ANNUAL BUDGET	% BUDGET
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GENERAL FUND - 001

REVENUE	\$ 12,966,516	\$16,595,129	78%
EXPENDITURES	7,170,125	\$16,595,129	43%
Net Change in Fund Balance	5,796,391		
Fund Balance-September 30, 2020 (Unaudited)	18,286,748 ^A		
Fund Balance-March 31, 2021 (Reserves)	\$ 24,083,139		

TOURIST RESORT FUND - 102

REVENUE	\$ 1,796,522	\$2,939,353	61%
EXPENDITURES	1,380,876	\$2,939,353	47%
Net Change in Fund Balance	415,646		
Fund Balance-September 30, 2020 (Unaudited)	2,109,658		
Fund Balance-March 31, 2021 (Reserves)	\$ 2,525,304		

POLICE FORFEITURE FUND - 105

REVENUE	\$ 45,611	\$2,000	2281%
EXPENDITURES	1,099	\$2,000	55%
Net Change in Fund Balance	\$ 44,512		
Fund Balance-September 30, 2020 (Unaudited)	168,289		
Fund Balance-March 31, 2021 (Reserves)	\$ 212,801		

TRANSPORTATION SURTAX FUND - 107

REVENUE	\$ 83,582	\$235,706	35%
EXPENDITURES	37,372	\$235,706	16%
Net Change in Fund Balance	46,210		
Fund Balance-September 30, 2020 (Unaudited)	442,856		
Fund Balance-March 31, 2021 (Reserves)	\$ 489,066		

BUILDING FUND - 150

REVENUE	\$ 346,774	\$1,068,035	32%
EXPENDITURES	453,614	\$1,068,035	42%
Net Change in Fund Balance	(106,840)		
Fund Balance-September 30, 2020 (Unaudited)	1,991,388		
Fund Balance-March 31, 2021 (Reserves)	\$ 1,884,548		

CAPITAL PROJECTS FUND - 301

REVENUE	\$ 2,710	\$2,980,448	0%
EXPENDITURES	460,805	\$2,980,448	15%
Net Change in Fund Balance	(458,095)		
Fund Balance-September 30, 2020 (Unaudited)	4,899,128		
Fund Balance-March 31, 2021 (Reserves)	\$ 4,441,033		

NOTES:

1) Many revenues for March 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	\$ 1,990,360	\$4,416,436	45%
EXPENDITURES	1,449,078	\$4,416,436	33%
Change in Net Position	541,282		
Unrestricted Net Position-September 30, 2020 (Unaudited)	(1,733,610)		
Unrestricted Net Position-March 31, 2021 (Reserves)	\$ (1,192,328)		
MUNICIPAL PARKING FUND - 402			
REVENUE	\$ 707,688	\$1,288,140	55%
EXPENDITURES	616,237	\$1,288,140	48%
Change in Net Position	91,451		
Unrestricted Net Position-September 30, 2020 (Unaudited)	1,293,993		
Unrestricted Net Position-March 31, 2021 (Reserves)	\$ 1,385,444		
SOLID WASTE FUND - 403			
REVENUE	\$ 780,693	\$1,917,932	41%
EXPENDITURES	1,028,085	\$1,917,932	54%
Change in Net Position	(247,392)		
Unrestricted Net Position-September 30, 2020 (Unaudited)	219,615		
Unrestricted Net Position-March 31, 2021 (Reserves)	\$ (27,777)		
STORMWATER FUND - 404			
REVENUE	\$ 460,190	\$1,070,706	43%
EXPENDITURES	451,839	\$1,070,706	42%
Change in Net Position	8,351		
Unrestricted Net Position-September 30, 2020 (Unaudited)	3,205,050		
Unrestricted Net Position-March 31, 2021 (Reserves)	\$ 3,213,401		
FLEET MANAGEMENT FUND - 501			
REVENUE	\$ 429,906	\$863,307	50%
EXPENDITURES	341,502	\$863,307	40%
Change in Net Position	88,404		
Unrestricted Net Position-September 30, 2020 (Unaudited)	825,468		
Unrestricted Net Position-March 31, 2021 (Reserves)	\$ 913,872		



Jason D. Greene, Assistant Town Manager/CFO



Andrew Hyatt, Town Manager

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

FUND	9/30/2017	9/30/2018	9/30/2019	9/30/2020	3/31/2021	CAGR ^(a)
General	\$ 8,460,802	\$ 10,902,050	\$ 14,984,105	\$ 18,286,748	\$ 24,083,139	29.3%
Tourist Resort	469,880	356,313	1,640,525	2,109,658	2,525,304	65.0%
Police Forfeiture	164,933	159,527	105,725	168,289	212,801	0.7%
Transportation Surtax	388,363	263,292	328,377	442,856	489,066	4.5%
Building	1,742,910	2,760,673	2,563,517	1,991,388	1,884,548	-11.9%
Capital Projects	576,122	2,158,902	3,048,582	4,899,128	4,441,033	104.1%
Water & Sewer	(3,048,579)	(2,546,398)	(2,367,098)	(1,733,610)	(1,192,328)	-17.2%
Municipal Parking	811,013	943,315	1,198,948	1,293,993	1,385,444	16.9%
Solid Waste	429,743	601,201	641,636	219,615	(27,777)	-20.1%
Stormwater	3,264,379	3,203,878	3,200,132	3,205,050	3,213,401	-0.6%
Fleet Management	-	-	585,363	825,468	913,872	N/A
Total	\$ 13,259,566	\$ 18,802,753	\$ 25,929,812	\$ 31,708,583	\$ 37,928,503	30.0%

(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.