



TOWN OF SURFSIDE

Office of the Town Manager

MUNICIPAL BUILDING
9293 HARDING AVENUE
SURFSIDE, FLORIDA 33154-3009
Telephone (305) 861-4863

Town Manager Report

April 8, 2025

Prepared by: Mark Blumstein
Town Manager

TABLE OF CONTENTS

Town Manager.....	3
Town Clerk.....	4
Human Resources.....	5
Building Department.....	6
New Multi-Family Developments.....	7
Code Compliance.....	8
Parks & Recreation.....	9-12
Community Services & Public Communications.....	13-14
Police Department.....	15-18
Public Works.....	19
Finance Department.....	20
<i>Attachment "A" – Budget Report</i>	
Grant Administrator.....	21
Capital Improvement Projects.....	22
<i>Attachment "B" – Projects</i>	



TOWN MANAGER

Team: Mark Blumstein, **Town Manager**
Ana M. Gonzalez, **Executive Assistant**

Please find below the March 2025 Highlights.

1. **96 Street Crosswalk Update**
2. **Indian Creek Septic to Sewer Update**
3. **USPS Parking Ground Leases** – Expires 31 May 2025
4. **Beach Renourishment** – Beginning April 2025 in Bal Harbour
5. **UKG-Payroll / Technology Implementation**
6. **Dune Restoration (Update):**
 - Pending issuance of Permit from FDEP and US Wildlife
(*See Capital Improvement Projects, Attachment B*)
 - Permit time extension request has been submitted to FDEP
 - Seagrass Donation from a Developer of 303 Surfside
7. **Electric Scooters in Town**
8. **Making the Town Unique & Elegant**
 - Brightview Landscaping Services for Townwide services
 - Community Center – New Pool Trellis
 - Analysis of all Parks and Street Ends within the Town
 - Tree Giveaway – Budget not to exceed \$50K
9. **Condo Recertification & Compliance Process**
10. **Residential Parking Program – Presentation by CivicSmart**
11. **CITIBIKE Installation – 96th Street Park**
12. **Improvements to Farmers Market Operations**
13. **The Use of the Automated Crosswalks during the Sabbath is in effect.**

Our residents may safely cross the street without having to press a button during the Sabbath.
14. **Surfside 96th Street Park LEED Final Review** – Great news! We achieved LEED Gold. Next step is to wrap up the outstanding SITES documentation and submit by the end of March.

We just got our final LEED construction review. We have achieved 65 enough to reach Gold Certification.
15. **The Sustainability & Resiliency Committee seeks direction in the hiring of a Chief Resilience Officer (Sample Job Description available).**



TOWN CLERK

The mission of the Town Clerk's Office is to ensure effective functioning of the Town's governance process while concurrently maintaining quality customer service to members of the public, Town Commission and Town staff by utilizing the best possible technological solutions to provide accessible information including access to the Town's official records, archives, and the Town Commission agenda.

Team: Sandra N. McCready, **Clerk**
Genesis Guevara, **Deputy Clerk**
Priscilla Krutules (*Retired*)

PUBLIC RECORDS REQUESTS

<u>YEAR</u>	<u># Public Records Requests (PRR)</u>
2020	77
2021	227
2022	157
2023	913
2024	974
2025	
<u>MONTH</u>	<u># Public Records Requests (PRR)</u>
January	81
February	107
March	100

MARCH 2025

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Board Meetings Attended	10
Commission Meetings Attended	2
Public Notices Issued	15
Meetings Transcribed	7
RFP/RFQ Issued	0
Ordinances Published	0
Resolutions Published	7
Elections Conducted	0
Special Master Hearings Attended	1



HUMAN RESOURCES

Team: Marisol Vargas, **Director**

The Human Resources Office provides effective human resources management by developing and implementing policies/procedures, programs and services to attract, develop, motivate and retain a diverse workforce while embracing diversity and inclusiveness as a core value. The Human Resources element of the Executive Department is responsible for personnel matters such as recruitment, compensation, employee relations, benefits and labor relations.

OPEN POSITIONS	
Accountant	1
Executive Assistant to the Chief of Police	1
Police Officer	3
Custodian	1
Refuse Collector	Filled
P&R Leader	1
Building Official	Filled
Administrative Support – Building Dept.	Filled
Multimedia Specialist	1
Public Works Director	1
Public Works – Water & Sewer	1

Upcoming Event in April

Discussion on:

FMIT Risk and Safety Meeting

FMIT Risk and Safety Services

Annual Loss Review

Site Safety Assessments

Training Options

Grants

Safety Excellence Initiative

Safety Grants

2025 FLC Insurance Summit

April 22-24

Luminary Hotel & Co. 2200 Edwards Drive

Ft Myers, FL 33901



BUILDING DEPARTMENT

The Building Services Department provides a full range of services to the residents and commercial property developers of the Town with the aim of ensuring that all buildings and other regulated structures do not pose injury and/or death hazards in any reasonably predictable environment (sunshine to hurricane). In addition to reducing risks to life, the Department seeks to minimize risk to property. Reducing hazards through compliance with State of Florida Building Code and appropriate Federal agencies ensures that insurance discounts are received, and code-compliant buildings are completed.

Team:

Manuel “Manny” Salazar – **Building Official**
Rony Jean, **Supervisor – Permits**
Laken Garcia – Administrative Support
Alexis McCullough, Temp Clerk
Randy Courtois, Temp Clerk
Sofia Valdes, Permit Clerk

Building/Structural:

Daniel Dominguez

Electrical:

Candelario Martinez

Mechanical:

Jan Perez

Plumbing:

Roberto Conde

Roofing:

Ulises Fernandez

Structural/Multi-Family:

Chrome Engineering

Flood Review:

Erica Valdes

Planning/Zoning:

Scarlet Hammons, The Corradino Group

ACTIVITY	AMOUNT
Building Permits Issued	172
Inspections Performed	229
TCO/CO/CC Issued	3
Net Revenue Generated	2,741,080.98



NEW MULTI-FAMILY DEVELOPMENTS

These approved developments are expected to deliver a high-quality environment, regarding livability, visual interest, identity and sense of place, within the Town's Multi-Family Districts.

All new building construction must conform to the development standards of the zoning districts in which they are located. These projects are intended to go beyond the basic requirements of the Town's Zoning Code and deliver character and compatibility without changing existing setbacks or height limitations or regulations. In addition, these developments are expected to be in harmony with their surroundings and demonstrate a high standard of quality.

The following developments are in progress within the Town of Surfside.

<u>PROJECT</u>	<u>ADDRESS</u>	<u>DEVELOPERS / PROJECT MANAGER</u>	<u>STATUS</u>	<u>Proffers</u>	<u>Resolution</u>
DAMAC	8777 Collins Avenue	James Galvin	Demolition	\$2,500,000	2023-Z-3209
Seaway	9133-9149 Collins Avenue	Tom Evans Fort Partners	Under Construction	\$250,000	2018-2489 2021-2782 2024-Z-3246
Hillcrest	9165 Collins Avenue	Tom Evans Fort Partners	Under Construction	\$180,000	2022-2870
Surf House	8995 Collins Avenue	Tom Evans Fort Partners	Under Construction	\$686,050	2019-2661
Kushner Development	9300 Collins Avenue	Rafael Schwartz 9300 Collins Ave. Owner LLC	Approved	\$5,900,000	2024-Z-3255 2024-Z-3338 2024-Z-3339
Ocean House	9309-9317 Collins Avenue	Marcelo Kingston MTP Oceanside LLC	Under Construction	\$380,000	2022-Z-2955
303 Surfside	303 Surfside Blvd 9116 Harding Ave	Nelson Fernandez 303 Surfside Blvd LLC	Pre-Construction	\$70,000	2023-2971
Surf Row	8809 Harding Avenue	Carli Koschel, Esq. 8800 Collins Owner LLC	Approved by P&Z	Pending Town Commission	N/A
La Linda Surfside	8851-8873 Harding Avenue	Vanessa Madrid Pampa Sunbelt 19 LLC	Demolition	\$31,525.87	2023-Z-3236



CODE COMPLIANCE DIVISION

The Code Compliance Division's mission is to fairly and consistently enforce the Town of Surfside Code of Ordinances. The Division strives to promote and protect the health, safety, welfare, and quality of life for residents and businesses of the Town of Surfside.

Team: Carmen Santos-Alborna, **Director**
Kimberly Ruvin, **Code Officer**
Emmanuel Santana, **Code Officer**

MARCH 2025

<u>STATUS</u>	<u>AMOUNT</u>
OPEN	109
CASES SCHEDULED FOR HEARING BEFORE SPECIAL MAGISTRATE	7
POST HEARING	3
RECORDED LIENS	67
TOTAL	186

<u>MONTH</u>	<u># CASES</u>	<u>FEES COLLECTED</u>
JANUARY	28	\$43,364.34
FEBRUARY	15	\$10,492.37
MARCH	18	\$14,555.66

YTD FEES COLLECTED - FY24/25: \$145,408.26



PARKS & RECREATION

We Make Memories

The Town of Surfside Parks & Recreation Department is where the fun happens. Where Surfside's families learn to swim, brush up on their tennis skills, meet new friends and get to know their neighbors.

Mission Statement

Provide recreational and leisure opportunities to build a strong sense of community while increasing the social, cultural, and physical well-being of the residents and to be innovative in the programming needs of the community.

Special Recognition for Jorge Galdo JR – Coordinator

Team: Tim Milian, **Director**
Adrian Hernandez, **Assistant Director**

STAFF DIRECTORY

5 Coordinators/Supervisors/CSR

13 Lifeguards / **9** Recreation Leaders / **4** Custodians/Maintenance

Aquatics	Recreation
Marianella Luces – Aquatics Supervisor	Carlos Malvarez – Supervisor
Anibal Modica – Head Lifeguard	Virginia Agramonte - Coordinator
Tanya Friedman – FT Lifeguard	Jorge Galdo JR – Coordinator
Barbara Vasallo – FT Lifeguard	Shawn Walker - CSR
Fidel Martinez – FT Lifeguard	Carlos Vina – Maintenance Worker II
Leoner Reus – FT Lifeguard	Matthew Castrorao – Recreation Leader II
Vacant – FT Lifeguard	Alexander Villeda - Recreation Leader II
Carlos Agon – PT Lifeguard	Vacant - Recreation Leader II
Jorge Cortes - PT Lifeguard	Kerline Fertil – FT Custodian
Lena Hernandez - PT Lifeguard	Pierre Prophete – FT Custodian
Flor Hernandez - PT Lifeguard	Phillibert Joseph – PT Custodian
Alejandro Zamora - PT Lifeguard	Vacant – PT Custodian
Daniel Cantero - PT Lifeguard	Alan Portaluppi – Recreation Leader I
Enzo Rodriguez - PT Lifeguard	Carolina Paz – Recreation Leader I
	Logan Brennan – Recreation Leader I
	Jorge Almaguer – Recreation Leader I
	Veronica Martinez – Recreation Leader I
	Addel Aguilar – Recreation Leader I

Facilities/Hours of Operation – P&R oversees the following facilities: The Community Center/Aquatic Facility, 96th Street Park, the Kayak launch, the Tennis Center, the Beach Lifeguard Tower, the Beach Chair Service, the Hawthorne Tot Lot, and Paws Up (Dog) Park. The Tennis Center is now operated through reservations only. Hours for the pickleball programming are in place. Hours have been adjusted to maximize tennis and pickleball hours. The pool continues to operate with lap swimming registrations during all hours of operation. Pool hours continue to be adjusted month to month to maximize daylight hours. Pool hours are from 7:00 a.m. to 8:00 p.m. for April and the Lifeguard Tower from 9:00 a.m. to 5:00 p.m. 96th Street Park is now open and operates from 8:00 a.m. to 9:00 p.m. daily. The Kayak Launch and playground are open from 8 a.m. to Sunset.

Beach Chair Service – The beach chair service continues to run daily through Beach Time Max. The service is operated in conjunction with the hours of operation of our Beach lifeguard tower. For April, it will run from 9 am to 5:00 pm in conjunction with our Lifeguard Beach tower. This service is for Surfside Residents only. Residents must check in at the front desk and request wristbands to receive their chairs/umbrellas. Each resident household receives 2 chairs/1 umbrella for the day.

Town School (Ruth K. Broad Bay Harbor K-8) Shuttle – Parks and Recreation continues to oversee this program. For March, the average daily numbers for the shuttle were 24 in the morning pick-up time and 24 in the afternoon drop-off time.

Pool Maintenance – The maintenance for the pools in the community center was completed a week before our expected date. The maintenance included a full restoration of both slide structures and steel refurbishment through sandblasting. Additionally, all tile markers were replaced, and the water-line tiles in the tot lot pool were also replaced. All water features were fully repainted.

New Shade Structures at the Community Center – Parks and Recreation has been working with Public Works to determine the logistics and timeframe to complete the demo of the current shade structure in the North side of the pool deck and to install the two new shade structures. These new structures will be made of durable aluminum, offering an elegant yet functional design. The structures will also feature turtle-friendly lighting, ensuring both sustainability and safety. Not only will they enhance the aesthetic appeal of the pool area, but they will also provide much-needed shade for our patrons to enjoy while visiting the pools. One structure will replace the current structure, and the second one will be located on the east side of the main pool.

LED Outdoor Screen – The outdoor LED screen that was budgeted for this fiscal year to be purchased and installed at the Community Center. This addition will give the space a fresh, modern look while providing a dynamic way to showcase all our programs and activities. Patrons will be able to easily view upcoming events and announcements while enjoying their time at the center. Scheduled for installation in April 2025.

Events / Activities (Recent):

Under the Stars Movie Night - Kung Fu Panda 4: The Under the Stars Movie Night featuring *Kung Fu Panda 4* was the perfect way to start the month, with everyone enjoying a relaxed and fun evening outdoors. The atmosphere was cozy, the popcorn was great, and the laughter shared during the movie made for an unforgettable night under the sky. # of Attendees: 102.

March Senior Trip to Bayside Marketplace/Boat Excursion: The senior trip to Bayside Marketplace and the boat excursion was an amazing day out, with beautiful weather and stunning views along the water. Participants had a fantastic time exploring the marketplace, shopping, and enjoying the scenic boat ride. # of Attendees: 27.

March Senior Brunch: The March Senior Brunch was a huge hit, offering a wonderful opportunity for everyone to relax, enjoy delicious food, and make lasting memories together. The event was filled with laughter and conversation, setting a positive tone to end the month. # of Attendees: 27.

Events / Activities (Upcoming):

April Senior Trip - April's Senior trip will be to watch “Waitress” at the Actors’ Playhouse in the Miracle Mile Theater. The trip is scheduled for April 2nd, from 11:00 AM – 5:30 PM.

Splash into Spring – Our annual Splash into Spring event is scheduled for Saturday, April 5th, from 10:00 AM – 12:00 PM at our Community Center pool. This event is for Surfside Residents and Hotel Guests only.

Spring Egg Hunt - Our annual Spring Egg Hunt event is scheduled for Sunday, April 6th, from 10:00 AM – 1:00 PM at our newly renovated 96th Street Park. This event is for Surfside Residents and Hotel Guests only.

Baynanza Event - Our annual Baynanza event is scheduled for Saturday, April 12th, from 10:00 AM – 12:00 PM at our community center. This event is for Surfside Residents and Hotel Guests only.

Earth Day Event – Our annual Earth Day event is scheduled for Sunday, April 20th, from 10:00 AM – 12:00 PM at our community center. This event is for Surfside Residents and Hotel Guests only.

April Senior Brunch – The April brunch is scheduled to take place Friday, April 25th from 11:00 AM – 1:00 PM. It will feature a few games of bingo.

May Senior Brunch – The May brunch is scheduled to take place Friday, May 16th, from 11:00 AM – 1:00 PM. It will feature a guest speaker.

Memorial Day Event – Our annual Memorial Day event is scheduled for Monday, May 26th, from 10:00 AM – 11:30 PM at our Veterans Park. This event is for everyone who would like to attend.



COMMUNITY SERVICES & PUBLIC COMMUNICATIONS

The Community Services & Public Communications Department strives to build relationships with Town residents, elected officials and the media through informative communications and marketing campaigns. The Department connects the Town to its residents, providing timely and informational communications to educate, engage and inform, while also coordinating essential services to enhance the quality of life and convenience for Surfside residents.

Team: Frank Trigueros, **Director of Tourism**
Cindy Reyes Arboleda, **Communications Manager**

April 1 Special Election Outreach – The Department has consistently promoted the Special Election on April 1 leading up to election day with weekly eblasts and reminders on Nextdoor and social media in addition to months of coverage in the Gazette. The election results were also promptly announced to the community once the outcome was determined.

9333 Harding Avenue Property – Following the March commission meeting, a voting system was created to allow residents to vote for their preferred usage option for 9333 Harding Avenue. Given the short timeline, the information was promptly circulated online with voting instructions also included in the April Gazette which was delivered slightly ahead of schedule. Hundreds of responses were received as residents weighed options for the use of the new Town property at 9333 Harding Avenue: A Fitness Center & Spa, a Cultural Heritage Center, or an additional use (other).

Resort Tax Board Partners with Film Festivals for Beach Screenings – The Resort Tax Board recently presented two free film screenings on the beach at 93rd Street as part of a dedicated effort to expand cultural programming within the community and destination. The Board partnered with the Miami Film Festival for their MFF by Moonlight Series, which featured Director Taika Waititi's feel-good soccer dramedy "Next Goal Wins" last month. On April 6, the Board partnered with the Miami Jewish Film Festival (MJFF) for a screening of "Bad Shabbos," a hit film with audiences and critics in 2024. Attendees enjoyed complimentary seating, refreshments, and popcorn at the scenic location adjacent to the shoreline. The Board is interested in continuing and potentially expanding these partnerships next fiscal year.

Thursday Block Parties Continue – The Resort Tax Board’s ‘Thursday’ block party series continued March 20 with “Enchanted Forest.” The fairytale-like theme included custom decorative accents that created an immersive experience for attendees to enjoy in addition to food and a variety of vendors, arts, and crafts. Live music by the Fifth Element was also a hit with the crowd as several young performers beautifully sang iconic themes from Disney and Broadway.

A Night in Italy – The Resort Tax Board presented “A Night in Italy” on Thursday, April 3 at 93rd Street / Town Hall. The food-focused event emulated a cozy Italian evening with live music, pizza, pasta dishes and gelato for residents and Surfside hotel guests to enjoy. This new event was produced by resident Javier Valmana with the Surfside Farmer’s Market replacing a third iteration of November and January’s Surf Food Fest Food Truck events.

90th Anniversary Event – The Department continues to work with the Resort Tax Board and Town Manager to create a series of special events for Surfside’s 90th Anniversary in May. Details will be circulated to the community starting this month as the planning process progresses.

Earth Day Plastic Fishing Festival – Visit Surfside is once again sponsoring the “Earth Day” Plastic Fishing Festival event which coincides with Parks & Recreation’s Earth Day Resource Fair on Sunday, April 27. The festival educates participants on the dangers of plastic pollution, particularly for coastal ecosystems, while introducing a creative component that fosters engagement on social media. Participants enjoyed custom giveaways and prizes courtesy of the Resort Tax Board.

Bal Harbour Beach Renourishment Project – The Department has circulated information on the upcoming beach renourishment project for the Village of Bal Harbour across digital communications channels. The project is scheduled to begin in mid-April and continue through mid-September. While the renourishment will take place north of Town, residents can expect increased truck activity at the 96th beach entrance Monday through Friday from sunrise to sunset.

ACTIVITY	AMOUNT
Food & Beverage Tax	\$339,211.30
Hotel Tax	\$1,295,256.80
Interest Earnings	\$84,342.25
Registration Fees	\$3,440.00
Gross Revenue Generated	\$1,722,250.35 (Year to Date)



POLICE

The Surfside Police Department has adopted a proactive policing philosophy and embraces its approach to developing community partnerships and problem solving. Our employees are extremely proud of our tradition and are committed to public service and to ensuring the safety of our residents and visitors. We are dedicated to provide quality police service to our residents, businesses and tourists.

Team: Enrique “Henry” Doce, **Chief**
 Arley Flaherty, **Deputy Chief**
 Charles “Chuck” Press, **Consultant**

STAFF

**7 Sergeants / 2 Detectives / 17 Officers / 4 Dispatchers / 2 CSA / 3 Admin
 / 3 Parking / 1 Accreditation Manager**

Rory Alberto – Sergeant	Craig Lovelette – Officer
Loxley Arch III – Officer	Bryant Luke – Officer
Tammy Campbell – Officer	Jose “Jay” Matelis – Sergeant
Ana Chamorro – Dispatcher	Joseph Matthews – Officer
Frank Colonna – Sergeant	Ruben Ravelo – Officer
Marian Cruz – Sergeant	Joshua Rosario – Officer
Jose Dardon – Dispatcher	Lesmes Ruiz – Officer
Ronald Donoso – Detective	Donovan Saffo – Officer
Felix Fermin – CSA	Maria Sierra – Dispatcher
Bobby Gabriel – Officer	Jill Smith – Accreditation Manager
Kemuel Gambirazio – Detective	Michah Smith – Officer
John Gentile – Officer	Susie Sperbeck – Dispatcher
Diana Hernandez – Officer	Julio Torres – Sergeant
Alberto Knight – Officer	Jose Valino – Officer
Ariel Lage – Officer	Samuel Villegas – Officer
Donald Laurent – CSA	PARKING (3)
Diana Leon – Sergeant	Christian Acosta – Parking Officer
Alejandro Lorente – Sergeant	Josue Castro – Parking Officer
Stephanie Kamer – Admin Aide	William Perez – Parking Officer
Teresa Fernandez – Admin Aide	

Parking Enforcement – The Parking Department is intensifying enforcement of on the Collins and Harding Corridors. Focus is on violations near Fire Department connections, which have been misused by construction workers and residents, posing a public safety risk. Enforcement of double parkers and jaywalkers along Harding Avenue is also underway, as well as permit-parking in our Town parking lots.

Recruitment Efforts – The Police Department is actively recruiting new officers. One candidate has successfully completed background checks and is ready to proceed with the onboarding process.

A message from Chief Charles “Chuck” Press to our Surfside Family:



“It is not the critic who counts; not the man who points out how the strong man stumbles, or where the doer of deeds could have done them better. The credit belongs to the man who is actually in the arena, whose face is marred by dust and sweat and blood; who strives valiantly; who errs, who comes short again and again, because there is no effort without error and shortcoming; but who does actually strive to do the deeds; who knows great enthusiasms, the great devotions; who spends himself in a worthy cause; who at the best knows in the end the triumph of high achievement, and who at the worst, if he fails, at least fails while daring greatly, so that his place shall never be with those cold and timid souls who neither know victory nor defeat.”

— **Theodore Roosevelt**

The Island Chiefs Dinner – March 20, 2025



Honor Guard – March 22, 2025



On this sad day, with solemn respect and deep gratitude, the Honor Guard held a special ceremony for **Chief Healy** as they accompanied him on his final journey. In a heartfelt tribute, officers stood in silent salute as he was transferred from the hospital to his family for funeral preparations.

Coffee with the Cops – March 27, 2025, at the Four Seasons Hotel.



Upcoming Events in April:

Pizza with the Police April 23, 2025: This is a great opportunity to meet your local officers, ask questions, and discuss any concerns the community may have, all while enjoying a delicious slice of pizza.

Biking with the Chiefs: Get ready to hit the trails and join your local Police Chiefs for a fun and active community event – **Biking with the Chiefs!**

Announcement – The Surfside Police Department will be hosting an in-person visit with Miami Dade College School of Justice to engage with future law enforcement professionals and to provide recruitment opportunities.

MARCH 2025 – MONTHLY REPORT

<u>Calls for Service</u>	<u>Reports</u>	<u>Arrests</u>	<u>Traffic & Parking Citations</u>	<u>Checks</u>	<u>Double Parking</u>	<u>Jaywalking (Warnings)</u>
315	126	5	2,052	1,732	89	245
<u>YEAR TO DATE:</u>						
Citations Issued: <u>3,549</u>			Net Revenue Generated: <u>\$160,900.00</u>			



PUBLIC WORKS

The Public Works Department provides for the effective management and maintenance of the Town's roadways, infrastructure systems, and buildings as well as the management and supervision of the solid waste collection operation and the storm water, water/sewer utilities. The Department also responds to and assists other Town departments in emergencies and instances of severe weather preparation and recovery.

Team: Andre Eugent, **Acting Director**
 Frantza Duval, **Assistant Director**
 Felix Alvarez, **Operations Manager**

STAFF DIRECTORY

14 Solid Waste
8 Facilities/Maintenance
3 Water & Sewer

Solid Waste	Facilities and Maintenance
<i>Silace Petitcar – Supervisor</i>	<i>Josvani Iglesias – Supervisor</i>
Jose Acevedo – Coordinator	Tamara Capote – General Service Worker
Jean Cerene – Refuse Collector	Phillibert Joseph - Custodian
Martinez Saintilmond – Refuse Collector	Carlos Duarte – Maintenance
Pierre Desamour – Refuse Collector	Gustavo Gonzalez – Maintenance
Donovan Johnson – Refuse Collector	Derick Scott – Maintenance Worker
Claude Jean – Refuse Collector	Jose Nodarse – Mechanic
Harold Jean Baptiste – Refuse Collector	Guillermo Osorio – CDL Heavy Eqpt
Harry Saintil – Refuse Collector	WATER & SEWER
Esdyani Puentes – Refuse Collector	<i>Wayne Taylor, Jr. – Supervisor</i>
Sanel Cazeau – Refuse Collector	Rigoberto Chaviano – Maintenance
Mitch Michel – Truck Driver	Wayne Taylor, Jr. – Maintenance
Albert Noel – Truck Driver	Curtan Turner – Maintenance
Bernardo Cordova – Truck Driver	

* Services through March 27, 2025

ACTIVITY	VOLUME	COST
Garbage Collected	386.54*	\$35,051.47*
Recycling Collected	26.01	\$3,166.46
Bulk Pick Ups	90.05*	\$7,949.86*
Sewer Backups	1	Internal
Water Leaks	1	Internal



FINANCE

The Finance Department provides for the effective, lawful, and efficient management of the Town's financial matters. The Department manages and maintains the Town's financial records in conformity with generally accepted accounting principles and in compliance with State and Federal laws. The Department develops and runs effective, efficient financial planning and reporting, and supports the operating departments in achieving their program objectives.

Team: Christopher Wallace, **Director**
Andria Meiri, Budget Officer
Manuel "Manny" Carta, Accountant
Cindy Alvarez, A/P and Payroll Specialist
Damaris "Didi" Montes de Oca, Customer Service Representative

Attachment "A": **Budget Report Group Summary for Fiscal Year 2025 for the period ending March 31, 2025**
Revenue and Expenses

NOTES:

1. Revenues depicted in the attachment are subject to accounting adjustments to the period when earned.
2. Expenses depicted in the attachment are subject to year-end accounting adjustments, including but not limited to non-cash transactions such as depreciation and bond principal payments.



GRANT ADMINISTRATOR

A Grant Administrator is responsible for managing the entire lifecycle of grants, including identifying potential funding opportunities, preparing grant applications, securing funding, monitoring project progress, ensuring compliance with grant guidelines, and submitting required reports, all while adhering to deadlines and maintaining accurate financial records; essentially acting as the central point of contact for all aspects of a grant within the Town of Surfside.

Team: Kristina Brown, **Grant Administrator**

The following are active grants within the Town of Surfside.

NAME OF GRANT	FUNDER	\$ REQUESTED	\$ AWARDED/ RECEIVED
Resilient Florida Grant Program - Abbott Avenue Stormwater Improvements	FDEP	\$2,000,000.00	\$2,000,000.00
Resilient Florida Grant Program - Collins Avenue Water Main Replacement Design Phase	FDEP	\$200,000.00	\$217,731.00
State Appropriations Project Request - Surfside Boulevard Improvements	FDOT	\$250,000.00	\$250,000.00
State Appropriation's Request - Surfside Memorial Design and Construction	Culture	\$1,000,000.00	\$1,000,000.00
Resilient Florida Grant Program - Vulnerability Assessment and Adaptation Plan	FDEP	\$300,000.00	\$300,000.00
Beach Management Grant Program - Coastal Dunes Rehabilitation	FDEP	\$470,800.00	\$470,800.00
General County Funds - Surfside Memorial	MDC	\$250,000.00	\$250,000.00
State Appropriations Request: Transforming and Reformulating the Surfside Downtown Alleyway	Fla. Dept. of Commerce	\$750,000.00	\$750,000.00
AARP Flagship Grant ADA – Mobi Mats	AARP	\$18,000.00	\$18,000.00



CAPITAL IMPROVEMENT PROJECTS

The Town's Capital Improvement Projects Services provides for the effective management and maintenance of the Town's capital improvement projects as well as the management and supervision of these projects.

Improving our community's quality of life for generations to come is a priority for all Town residents. Several Projects are currently underway to make the Town of Surfside safer, more enjoyable, and more resilient long term.

Team: Andre Eugent, **Director**
Attachment "B"

<u>PROJECTS</u>
96 Street Park
Townwide Utilities Undergrounding
Surfside Memorial
Abbott Avenue Drainage
Collins Avenue Watermain
Dune Restoration
Townwide Vulnerability Assessment
9333 Harding Avenue – Surfside Fitness Club & Spa



Town of Surfside, Florida

Budget Report

Group Summary

For Fiscal: 2024-2025 Period Ending: 03/31/2025

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 001 - GENERAL FUND						
Revenue	25,128,996.00	25,128,996.00	452,241.72	20,178,592.75	-4,950,403.25	19.70%
Expense	24,860,065.00	25,209,639.02	1,106,276.15	8,749,439.08	16,460,199.94	65.29%
Fund: 001 - GENERAL FUND Surplus (Deficit):	268,931.00	-80,643.02	-654,034.43	11,429,153.67	11,509,796.69	14,272.53%
Fund: 102 - TOURISM FUND						
Revenue	5,492,557.00	5,492,557.00	7,292.28	1,722,250.35	-3,770,306.65	68.64%
Expense	4,790,775.00	4,790,775.00	398,441.63	1,911,796.79	2,878,978.21	60.09%
Fund: 102 - TOURISM FUND Surplus (Deficit):	701,782.00	701,782.00	-391,149.35	-189,546.44	-891,328.44	127.01%
Fund: 105 - POLICE FORFEITURE FUND						
Revenue	55,943.00	55,943.00	0.00	0.00	-55,943.00	100.00%
Expense	41,243.00	41,243.00	0.00	299.99	40,943.01	99.27%
Fund: 105 - POLICE FORFEITURE FUND Surplus (Deficit):	14,700.00	14,700.00	0.00	-299.99	-14,999.99	102.04%
Fund: 107 - TRANSPORTATION SURTAX FUND						
Revenue	310,183.00	310,183.00	0.00	-35,925.00	-346,108.00	111.58%
Expense	310,183.00	310,183.00	10,980.00	70,372.00	239,811.00	77.31%
Fund: 107 - TRANSPORTATION SURTAX FUND Surplus (Deficit):	0.00	0.00	-10,980.00	-106,297.00	-106,297.00	0.00%
Fund: 150 - BUILDING FUND						
Revenue	1,388,167.00	1,388,167.00	1,273,208.25	3,326,975.06	1,938,808.06	139.67%
Expense	1,361,231.00	1,534,985.89	98,019.00	585,894.08	949,091.81	61.83%
Fund: 150 - BUILDING FUND Surplus (Deficit):	26,936.00	-146,818.89	1,175,189.25	2,741,080.98	2,887,899.87	1,966.98%
Fund: 301 - CAPITAL PROJECTS FUND						
Revenue	769,200.00	6,216,037.00	0.00	769,200.00	-5,446,837.00	87.63%
Expense	3,740,000.00	10,144,432.02	173,261.95	792,243.97	9,352,188.05	92.19%
Fund: 301 - CAPITAL PROJECTS FUND Surplus (Deficit):	-2,970,800.00	-3,928,395.02	-173,261.95	-23,043.97	3,905,351.05	99.41%
Fund: 401 - WATER & SEWER FUND						
Revenue	4,462,651.00	4,462,651.00	0.00	2,290,062.86	-2,172,588.14	48.68%
Expense	4,462,651.00	4,593,561.98	244,945.31	1,581,957.71	3,011,604.27	65.56%
Fund: 401 - WATER & SEWER FUND Surplus (Deficit):	0.00	-130,910.98	-244,945.31	708,105.15	839,016.13	640.91%
Fund: 402 - MUNICIPAL PARKING FUND						
Revenue	2,174,719.00	3,774,719.00	-10.00	1,241,248.53	-2,533,470.47	67.12%
Expense	2,174,719.00	3,774,719.00	52,995.86	440,899.52	3,333,819.48	88.32%
Fund: 402 - MUNICIPAL PARKING FUND Surplus (Deficit):	0.00	0.00	-53,005.86	800,349.01	800,349.01	0.00%
Fund: 403 - SOLID WASTE FUND						
Revenue	2,078,911.00	2,078,911.00	197.36	934,580.28	-1,144,330.72	55.04%
Expense	2,075,561.00	2,075,561.00	145,896.46	911,235.64	1,164,325.36	56.10%
Fund: 403 - SOLID WASTE FUND Surplus (Deficit):	3,350.00	3,350.00	-145,699.10	23,344.64	19,994.64	-596.85%
Fund: 404 - STORMWATER UTILITY FUND						
Revenue	3,962,151.00	3,962,151.00	0.00	568,701.12	-3,393,449.88	85.65%
Expense	3,961,151.00	13,027,200.21	226,386.55	2,418,044.65	10,609,155.56	81.44%
Fund: 404 - STORMWATER UTILITY FUND Surplus (Deficit):	1,000.00	-9,065,049.21	-226,386.55	-1,849,343.53	7,215,705.68	79.60%
Fund: 501 - FLEET MANAGEMENT FUND						
Revenue	1,633,870.00	1,633,870.00	0.00	569,130.00	-1,064,740.00	65.17%
Expense	1,630,870.00	1,630,870.00	52,302.07	273,031.09	1,357,838.91	83.26%
Fund: 501 - FLEET MANAGEMENT FUND Surplus (Deficit):	3,000.00	3,000.00	-52,302.07	296,098.91	293,098.91	-9,769.96%
Report Surplus (Deficit):	-1,951,101.00	-12,628,985.12	-776,575.37	13,829,601.43	26,458,586.55	209.51%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
001 - GENERAL FUND	268,931.00	-80,643.02	-654,034.43	11,429,153.67	11,509,796.69
102 - TOURISM FUND	701,782.00	701,782.00	-391,149.35	-189,546.44	-891,328.44
105 - POLICE FORFEITURE FUND	14,700.00	14,700.00	0.00	-299.99	-14,999.99
107 - TRANSPORTATION SURTAX F	0.00	0.00	-10,980.00	-106,297.00	-106,297.00
150 - BUILDING FUND	26,936.00	-146,818.89	1,175,189.25	2,741,080.98	2,887,899.87
301 - CAPITAL PROJECTS FUND	-2,970,800.00	-3,928,395.02	-173,261.95	-23,043.97	3,905,351.05
401 - WATER & SEWER FUND	0.00	-130,910.98	-244,945.31	708,105.15	839,016.13
402 - MUNICIPAL PARKING FUND	0.00	0.00	-53,005.86	800,349.01	800,349.01
403 - SOLID WASTE FUND	3,350.00	3,350.00	-145,699.10	23,344.64	19,994.64
404 - STORMWATER UTILITY FUND	1,000.00	-9,065,049.21	-226,386.55	-1,849,343.53	7,215,705.68
501 - FLEET MANAGEMENT FUND	3,000.00	3,000.00	-52,302.07	296,098.91	293,098.91
Report Surplus (Deficit):	-1,951,101.00	-12,628,985.12	-776,575.37	13,829,601.43	26,458,586.55

96th Street Park**Scope:**

The project is a full park re-development with a 2-story multi-use structure, natural grass field, and playground area. A kayak launch component has also been incorporated.

Phase	Construction
-------	--------------

Status Update

The Town took possession of the park on December 13, 2024.

The manufacturer did repair to the Jellyfish and Swing cables by tightening them. The surveillance cameras were installed around the building, the Kayak gate FOB to be installed.

Finance		
	Construction Closeout	Amount Paid to Date
Contract Amount	\$7,243,838.63	\$6,881,647

Invoice #	Payment	Balance
1	296423.67	6,947,414.96
2	555260.9	6,392,154.06
3	344778.93	6,047,375.13
4	189737.12	5,857,638.01
5	189283.73	5,668,354.28
6	333216.27	5,335,138.01
7	336669.22	4,998,468.79
8	441817.45	4,556,651.34
9	120989.15	4,435,662.19
10	365918.31	4,069,743.88
11	445465.92	3,624,277.96
12	319167.1	3,305,110.86
13	617190.91	2,687,919.95
14	324494.76	2,363,425.19
15	309086.54	2,054,338.65
16	212707.38	1,841,631.27
17	216919.26	1,624,712.01
18	378175.59	1,246,536.42
19	233438.98	1,013,097.44
20	290626.07	722,471.37
21	221558.47	500,912.90
22	52252.98	448,659.92
23	86467.98	362,191.94

Townwide Utilities Undergrounding

Scope:

The project consists of the undergrounding of all current above ground utilities throughout Town. These utilities include electrical mains, feeders, communications and residential drop connections.

Phase	Construction
-------	--------------

Status Update

Kimley Horn is preparing phase 3 design construction and specification documents. Area 2 design is 30% complete for data gathering including survey and analyzing Utility records. Kimley Horn received the Binding Cost estimate (BCE) from FPL and is preparing the final Opinion of Probable cost (Estimate).

Whiting Tuner has received the plans to start gathering information for the preparation of the GMP (Guaranteed Maximum Price).

The town continues to acquire the requisite easement that is needed by the affected businesses.

FINANCE	Design Phase Area 3 & 2	Design	Project Management	Paid Design to Date	Paid PM to date
Contract Amount		2,431,400.00	290,700	705,949	101,745

Invoice #	Design Payment	Design Balance	PM Payment	PM Balance
1	5789	2,425,611.00	3228	287,472.00
2	46312	2,379,299.00	3555	283,917.00
3	52101	2,327,198.00	8721	275,196.00
4	46312	2,280,886.00	1938	273,258.00
5	11578	2,269,308.00	8721	264,537.00
6	68079	2,201,229.00	7752	256,785.00
7	69468	2,131,761.00	7752	249,033.00
8	41403	2,090,358.00	7752	241,281.00
9	82297	2,008,061.00	7752	233,529.00
10	27047	1,981,014.00	7752	225,777.00
11	108835	1,872,179.00	7752	218,025.00
12	40014	1,832,165.00	9690	208,335.00
13	56999	1,775,166.00	9690	198,645.00
14	49715	1,725,451.00	9690	188,955.00

Schedule

ID	Task Name	Start	Finish
1	Town of Surfside Undergrounding	Wed 11/1/23	Tue 12/9/25
2	Area 2 - Central	Tue 10/1/24	Tue 12/9/25
3	Design	Tue 10/1/24	Fri 11/21/25
4	Outside Resources	Tue 10/1/24	Fri 11/21/25
5	Utility Provider Coordination	Tue 10/1/24	Fri 11/21/25
6	ATT Preliminary Design	Tue 10/1/24	Tue 12/31/24
7	Breezeline Preliminary Design	Tue 10/1/24	Tue 12/31/24
8	FPL Binding Cost Estimate and Final Design	Mon 9/29/25	Fri 11/21/25
9	ATT Final Design	Mon 10/13/25	Fri 11/21/25
10	Breezeline Final Design	Mon 10/13/25	Fri 11/21/25
11	Easements	Mon 3/31/25	Fri 8/29/25
12	Acquisition	Mon 3/31/25	Fri 8/29/25
13	Permitting	Mon 9/29/25	Fri 11/21/25
14	FDOT Applications	Mon 9/29/25	Fri 10/10/25
15	FDOT Permit Review	Mon 10/13/25	Fri 11/21/25
16	Kimley-Horn Resources	Tue 10/1/24	Fri 11/14/25
17	Data Collection	Tue 10/1/24	Fri 6/27/25
18	Obtain and Review Record Information	Tue 10/1/24	Wed 10/30/24
19	Site Visit and Meter Locations	Mon 10/14/24	Fri 11/8/24
20	Survey	Mon 10/14/24	Fri 2/28/25
21	Geotechnical Investigation	Mon 3/31/25	Fri 5/30/25
22	Subsurface Utility Exploration	Wed 4/30/25	Fri 6/27/25
23	Construction Documents	Mon 3/31/25	Fri 11/14/25
24	Base Map	Mon 3/31/25	Tue 4/29/25
25	Development	Mon 3/31/25	Tue 4/29/25
26	Conduit Routing and Equipment Placement Plan	Wed 4/30/25	Fri 8/29/25
27	Development	Wed 4/30/25	Fri 8/29/25
28	Commercial/Customer-Owned Service Design	Wed 4/30/25	Wed 7/30/25
29	Technical Specifications	Thu 7/31/25	Fri 8/29/25
30	Development	Thu 7/31/25	Fri 8/29/25
31	Quality Control	Mon 9/1/25	Fri 9/26/25
32	Town Review	Mon 9/29/25	Fri 10/10/25
33	OPC	Mon 10/27/25	Fri 11/14/25
34	Development	Mon 10/27/25	Fri 11/14/25
35	Bid Phase	Mon 10/13/25	Tue 12/9/25
36	Procurement	Mon 10/13/25	Tue 12/9/25
37	Area 3 - North	Wed 11/1/23	Fri 5/30/25

Surfside Memorial

Scope: The Town is seeking to create the Surfside Memorial to honor and remember the lives lost in the tragic event that occurred on June 24, 2021, when the CTS Building collapsed. The Surfside Memorial will serve as a permanent remembrance of the immense loss suffered by the Surfside community and will offer a place for families, friends, and visitors to reflect, understand the truth of that day, and find solace through the peace and serenity conveyed through this site.

Phase	Design
Status Update	
<p>Keith Engineering has started the CAD drawing development for the design phase, also looking into facts/figures/timeline/narrative for the victims. They are also coordinating with FDOT for pre-application permitting. The design team continues to coordinate with the Surfside Memorial – Manager Working Group and the Town regarding design efforts.</p> <p>Schedule:</p> <ul style="list-style-type: none"> Detailed Design (3-4 Months): Feb. 2025 – June 2025 Site Plan & Permitting (6-8 Months): Feb. 2025 – Oct. 2025 Contractor Bidding and Award: Fall 2025 Construction Start: End of 2025 / beginning of 2026 	
Finance	Design
Contract Amount	246,000.00
	FL State Grant
	1,000,000

Invoice #	Design Payment	Design Balance	Total Paid to Date
1	4300	241,700.00	1688859.61
2	5900	235,800.00	
3	11200	224,600.00	
4	11279.29	213,320.71	
5	5879.29	207,441.42	
6	23737.01	183,704.41	
7	10205	173,499.41	
8	5600	167,899.41	
9	12772.02	155,127.39	
10	46500	108,627.39	
11	23737	84,890.39	
12	7750	77,140.39	
13	15375	61,765.39	

Abbott Avenue Drainage

Scope:

The construction will entail the addition of two (2) new pump stations with respective force mains to alleviate flooding on Abbott Avenue from 90th Street to 94th Street.

Phase	Construction
--------------	---------------------

Status Update

Ric Man has drilled three (3) of the six (6) wells needed for this project. Wells # 3, 4 and 5 are completed and Ric Man is currently drilling well # 1 to move on to well # 2 first week of April. Ric Man to provide an updated schedule.

Finance	
Appropriation	9,066,049.20
Contract Amount	8,769,704.00

Invoice #	Payment	Balance	Paid to Date
1	101732.18	8,667,971.82	335849.63
2	64305.52	8,603,666.30	
3	169811.93	8,433,854.37	

Collins Avenue Water Main

Scope:

Nova Consulting was chosen to design this project, replacing the current undersized Water Main on Collins Avenue. The existing Water Main is past its use life and requires up-sizing and requires for same to be replaced. The Town sought and obtained a grant for design services for the project. The Water Main currently services all the facilities along the Collins Avenue corridor.

Phase	Design
-------	--------

Status Update

Nova Consultant completed the design for the Collins Avenue main water replacement. FDOT Right of Way and MOT permit have been submitted for approval. FDOT had comments and Nova has since responded to the comments. The permit effort continues for this project with Nova preparing to submit for county approval. This project is scheduled to start the 4th quarter of 2025 with open Bid procurement process to select a contractor. CIP is submitting for \$3,000,000 state appropriation funds to offset construction cost.

Finance		
		Amount paid to Date
Contract Amount	\$ 340,455.76	\$236,661.02

Invoice #	Payment	Balance
1	2137.95	338,317.81
2	16180.86	322,136.95
3	26983	295,153.95
4	64648.44	230,505.51
5	20148.85	210,356.66
6	11904.96	198,451.70
7	21137.42	177,314.28
8	10231.81	167,082.47
9	20778.68	146,303.79
10	38426.22	107,877.57
10	4082.83	103,794.74

Dune Restoration

Scope:

The Commission tasked the Town Administration to promote both dune beautification and resiliency improvements. Kimley Horn was tasked to design the required resiliency improvements and beautification of the Town's dunes.

Phase	Design
--------------	--------

Status Update

Kimley Horn informed the Town that FDEP approval was granted awaits the permit to be sent and is now awaiting the Army Corps of Engineering permit approval. Kimley Horn anticipates that the project could start after Turtle Season ends in October 2025.

Finance		Amount Paid to Date	
Contract Amount		141,215.00	□□□□□□□□
Invoice #	Payment	Balance	
1	5325	135,890.00	
2	3125	132,765.00	
3	6450	126,315.00	
4	4975	121,340.00	
5	1250	120,090.00	
6	4225	115,865.00	
7	22000	93,865.00	
8	13475	80,390.00	
9	6250	74,140.00	
11	4225	69,915.00	
12	10000	59,915.00	
13	10690	49,225.00	
14	3125	46,100.00	
14	5325	40,775.00	
15	2200	38,575.00	
16	13225	25,350.00	

Townwide Vulnerability Assessment

Scope:

The Town of Surfside was awarded a grant for \$300,000.00 from the Florida Department of Environmental Protection to conduct a Vulnerability Assessment and an Adaptation Plan as well as the development of the Town Halls Emergency Operation Center EOC Adaptation Plan.

Phase	Study
-------	-------

Status Update

Kimley Horn has finalized a draft submittal for Sensitivity analysis, this maps out the Town's level of sensitivity for all critical assets and the report for the adaptation plan for Town Hall as EOC.

Finance	Grant Funded \$300,000	
		Paid to Date
Contract Amount	\$300,000.00	\$142,500

Invoice #	Payment	Balance
1	6000	294,000.00
2	14000	280,000.00
3	16000	264,000.00
4	21000	243,000.00
5	24000	219,000.00
6	28500	190,500.00
7	33000	157,500.00

Surfside Comprehensive Vulnerability Assessment and Adaptation Plan for Town Hall EOC - Project Schedule - Effective December 9, 2024																																																										
Task	July 2024		August 2024				September 2024				October 2024				November 2024				December 2024				January 2025				February 2025				March 2025				April 2025				May 2025				June 2025				July 2025											
	7/2	7/9	8/5	8/12	8/19	8/26	9/2	9/9	9/16	9/23	9/30	10/7	10/14	10/21	10/28	11/4	11/11	11/18	11/25	12/2	12/9	12/16	12/23	12/30	1/6	1/13	1/20	1/27	2/3	2/10	2/17	2/24	3/3	3/10	3/17	3/24	3/31	4/7	4/14	4/21	4/28	5/5	5/12	5/19	5/26	6/2	6/9	6/16	6/23	6/30	7/7	7/14	7/21					
Project Management																																																										
Kickoff Meeting																																																										
Acquire Background Data																																																										
Project Status Meetings																																																										
Exposure Analysis																																																										
Sensitivity Analysis																																																										
Final Vulnerability Assessment Report																																																										
Adaptation Plan for Town Hall EOC																																																										
	Complete In Progress																																																									