



TOWN OF SURFSIDE

Office of the Town Manager
MUNICIPAL BUILDING
9293 HARDING AVENUE
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Town Manager Report

September 3, 2026

Prepared by: *Sandra N. McCready*
Acting Town Manager

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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, **Town Clerk**
Genesis Guevara, **Deputy Town Clerk**
Angie Alcala, **Records Technician/Assistant to Clerk**

PUBLIC RECORDS REQUESTS

2025
1,096

2026	
<u>MONTH</u>	<u># Public Records Requests (PRR)</u>
January	77
February	104
March	425
April	613
May	109
June	142
July	103
August	138

AUGUST 2026

Note: Calculations are based on information available through the print date of August 24, 2026.

<u>ACTIVITIES</u>	<u>AMOUNT</u>
Board Meetings Attended	3
Commission Meetings Attended	5
Public Notices Issued	22
Meetings Transcribed	8
RFP/RFQ Issued	0
Ordinances Published	0
Resolutions Published	14
Elections Conducted	0
Special Master Hearings Attended	1



HUMAN RESOURCES

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.

HR Team: Marisol Vargas, HR Director
Vacant, HR Generalist & Risk Management Specialist

Human Resources Department – August 2026

During the month of August 2026, the Human Resources Department continued to advance operational priorities focused on workforce stability, regulatory compliance, employee development, risk management, and process improvement. Key activities and accomplishments included:

- **Personnel Requisition Requests (PRRs)**
Continued coordination with departments to review, process, and fulfill Personnel Requisition Requests (PRRs) in a timely manner. These efforts supported critical staffing needs, promoted workforce stability, and helped ensure continuity of Town operations and services.
- **Creating a Hospitality Mindset: Delivering Exceptional Resident Experiences**
Held a specialized training on August 25 and 31 as part of the Town's **Culture and Service Excellence Initiative**, with **successful attendance**. The training session was designed to equip employees with practical tools and strategies to enhance customer service, strengthen communication, and foster positive and meaningful interactions with residents and visitors. This initiative reinforces the Town's commitment to responsiveness, professionalism, and a strong service-oriented culture.
- **Recruitment**
The Department continued targeted recruitment efforts to address critical staffing needs. The Town currently has five (5) posted vacancies. Recruitment efforts remained focused on reducing time-to-hire, streamlining onboarding processes, and assisting departments in maintaining consistent service levels.

- **Employee Relations & Compliance**

Provided guidance and support to supervisors and employees to promote consistent application of personnel policies and timely resolution of employee relations matters. Conducted interviews related to employee complaints and concerns to facilitate appropriate review and resolution. Investigations and disciplinary actions were conducted, as warranted, in accordance with established policies and procedures and applicable requirements.

- **Training & Development**

Coordinated and supported training initiatives designed to enhance employee performance, strengthen leadership capabilities, and ensure compliance with applicable training requirements. These efforts remain an integral part of the Department's commitment to employee development and organizational effectiveness.

- **Risk Management Support**

Continued coordination of risk management activities, including oversight of claims processing, monitoring of open cases, and ensuring timely reporting and compliance with applicable requirements. During the reporting period, claims were filed, processed, and successfully closed in a timely and efficient manner. The Department also provided ongoing guidance and support to departments regarding risk mitigation, workplace safety concerns, and adherence to established policies and procedures.

The following are the current vacancies within the Town:

OPEN POSITIONS - August
Finance Director
Chief of Police
Certified Police Officer
Communications Operator
Division Manager – Water & Wastewater



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 Randy Courtois, Administrative Support Sofia Valdes, Permit Tech I Julia Rajkumar, Permit Tech I Naylin Clara Castillo, Permit Tech I
Building/Roofing:	Ulises Fernandez
Building/Structural:	Ricardo “Rick” Aller
Electrical:	Candelario Martinez
Mechanical:	Jan Perez
Plumbing:	Roberto Conde
Structural/Multi-Family:	Adolfo Gonzalez
Planning/Zoning:	Scarlet Hammons, The Corradino Group

ACTIVITY	MONTHLY AMOUNT
Building Permits Issued	101
Inspections Performed	389
TCO/CO/CC Issued	3
Gross Revenue Generated	\$3,088,105.23

Note: Calculations are based on information available through the print date of August 24, 2026.



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, **Code Compliance Director**
Kimberly Ruvin, **Code Officer**
Emmanuel Santana, **Code Officer**

AUGUST 2026

<u>ACTIVITY</u>	<u>MONTHLY AMOUNT</u>
OPENED AUGUST 2026	78
CLOSED AUGUST 2026	91
CASES SCHEDULED FOR HEARING BEFORE SPECIAL MAGISTRATE	7
INSPECTIONS	68

<u>MONTH</u>	<u># CASES / FEES COLLECTED</u>	<u>FEES COLLECTED</u>
JANUARY	6	\$4,801.05
FEBRUARY	10	\$20,301.05
MARCH	7	\$6,926.05
APRIL	14	\$16,931.37
MAY	9	\$111,225.34
JUNE	8	\$8,850.00
July	4	\$10,275.00
August	2	\$1,825.00
YEAR TO DATE (YTD) FEES COLLECTED – FY2026: \$181,134.86		

Note: Calculations are based on information available through the print date of August 24, 2026.



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.

Team: Rodolfo Perez, **Director**
 Carlos Malvarez, **Assistant Director**
 Jorge Galdo Jr., **Manager**

STAFF DIRECTORY

5 Coordinators/Supervisors/CSR

21 Lifeguards / **8** Recreation Leaders / **4** Custodians/Maintenance

Aquatics	Recreation
Marianella Luces – Aquatics Supervisor	Matthew Hudson – Asst. to Director
Tanya Friedman – FT Lifeguard	Matthew Castrorao – Coordinator
Barbara Vasallo – FT Lifeguard	Alexander Villeda – Coordinator
Leoner Reus – FT Lifeguard	Shawn Walker – CSR
Flor Hernandez – FT Lifeguard	Carlos Vina – Maintenance Worker II
Nicolas Chaban – FT Lifeguard	Lucas Feinstein – Recreation Leader II
Carlos Agon – PT Lifeguard	Ian Dolan – Recreation Leader II
Ileana Garcia – PT Lifeguard	Kerline Fertil – FT Custodian
Ilan Luckow – PT Lifeguard	Pierre Prophete – FT Custodian
Raidel Orama – PT Lifeguard	Jesus Garcia Ramirez – FT Custodian
Jack O'Malley – PT Lifeguard	Marckenly Metayer – FT Recreation Leader I
Alejandro Zamora – PT Lifeguard	Carolina Paz – PT Recreation Leader I
Daniel Cantero – PT Lifeguard	Maya Chabanon – PT Recreation Leader I
Rodney Napoles – PT Lifeguard	Jorge Almaguer – PT Recreation Leader I
Mauro Perez – PT Lifeguard	Vacant – PT Recreation Leader I
Pablo Estrada – PT Lifeguard	
Miguel Navarro – PT Lifeguard	
Leilani Bernales – PT Lifeguard	Corymar Lavado – PT Lifeguard
Alejandra Aranguren – PT Lifeguard	Yenys Fiallo – PT Lifeguard

Facilities Overview

Parks & Recreation oversees the following facilities:

- **Tennis Center/Pickleball:** Open from 7 am – 10 pm daily. Operates by reservation only. Programming hours are in place and have been adjusted to optimize availability.
- **Aquatic Facility:** The pool continues to operate with lap swimming registration required during all operating hours. Pool hours are adjusted monthly to maximize daylight. For August, the pool is open from 7:00 a.m. to 8:00 p.m.
- **Beach Lifeguard Tower:** Operational from 10:00 a.m. to 7:00 p.m. in August.
- **96th Street Park:** Now open daily from 8:00 a.m. to 9:00 p.m.
- **Kayak Launch & Playground:** Open daily from 8:00 a.m. to sunset.
- **Hawthorne Tot Lot:** Open daily from 8:00 a.m. to sunset
- **Paws Up Dog Park:** Open daily from 8:00 a.m. to sunset
- **Flamingo Garden Park:** Open daily from 8:00 a.m. to sunset

Beach Chair Service: The daily Beach Chair Service is operated by Beach Time Max in alignment with the Beach Lifeguard Tower hours (10:00 a.m. to 7:00 p.m. in August). This service is available exclusively to Surfside residents. Residents must check in at the Community Center front desk. Each household is eligible for 2 chairs and 1 umbrella per day.

Vending Machines Stats: (Includes Community Center and 96th St. Park):

JANUARY 2026		
# Ice Creams Sold	# of Beverages Sold	# of Snacks Sold
432	120	536
FEBRUARY 2026		
447	147	513
MARCH 2026		
512	165	602
APRIL 2026		
607	123	542
MAY 2026		
550	191	629
JUNE 2026		
548	295	529
JULY 2026		
404	145	365
AUGUST 2026		
Not available until end of month		

Note: Calculations are based on information available through the print date of August 24, 2026.

Community Center Enhancements

- The Community Center pool is scheduled for a tile replacement project beginning in September; the existing S-shape design will be retained. Renovations will be completed in sections to ensure the pool remains open and fully operational throughout the duration of the work.
- We are pleased to announce that the spa blower replacement was successfully completed on Friday, August 21, 2026. The spa is now fully operational and available for use. This enhancement improves the reliability and functionality of the spa for the community to enjoy.

96th Street Park Enhancements

- The multipurpose field at 96th Street Park has been completely resodded, significantly improving both the safety and appearance of our park. This important improvement will provide a safer, cleaner, and more enjoyable space for our youth sports programs, residents using the park for recreation, and community events. The newly resodded multipurpose field will better support a variety of activities and provide our community with a quality space to gather, play, and enjoy the outdoors. We are proud to continue investing in improvements that enhance the safety, appearance, and quality of life for our residents and our community.

Events & Activities

Mini Athletic Sessions:

The Parks & Recreation Department is excited to offer Mini Tennis and Soccer Sessions this August and September as part of our Back-to-School Initiative. These introductory programs will give youth an opportunity to learn the fundamentals, build confidence, stay active, and meet our coaches before our regular fall and winter programming begins in October. The sessions are designed to create a fun and welcoming environment while helping participants become more comfortable with the sport and program. This initiative marks the first time the Town is offering youth sports programming during the summer months. We look forward to welcoming our young athletes and getting them ready for an exciting fall season!

Water Safety Course:

Residents of **Surfside, Bay Harbor Islands, and Bal Harbour** were invited to participate in a **Water Safety Course** held on Monday, August 17, at 6:30 p.m. at the Surfside Community Center. The informative and interactive course covered essential water safety topics, including drowning prevention, CPR and life-saving techniques, swim safety resources, and survival skills demonstrations. Parents, guardians, and caregivers were especially encouraged to attend and learn valuable safety tips to help protect their families. Participants also enjoyed **light refreshments and giveaways**. Attendance was limited to 50 participants, with **RSVP** required.

August Senior Brunch:

The **August Senior Brunch** was held on Friday, August 21, 2026, from 11:00 a.m. to 1:00 p.m. Seniors enjoyed a delicious buffet-style meal, great conversation, and exciting rounds of Bingo in a fun and welcoming atmosphere. The event provided an opportunity for seniors to relax, connect with friends, and enjoy good food and fellowship within the community.

NIA Dance Workshop:

We're excited to invite women ages 18 and older to our NIA Dance Workshop on **Sunday, September 6th!** This energizing session combines dance, martial arts, and mindfulness to promote fitness, flexibility, and overall well-being in a fun and welcoming environment. Whether you're new to NIA or have attended before, participants of all fitness levels are encouraged to join and experience the joy of movement.

Under the Stars Movie Night:

Parks and Recreation is thrilled to announce the return of our *Under the Stars* Movie Night series! The first film of this year's series will be showing on **Saturday, October 10th, at 8:00 p.m.** at 96th Street Park. Join us for a magical evening under the night sky as we bring the community together for this family-favorite adventure!

Spooky Spooktacular:

Our annual Halloween Event will take place on **Friday, October 23, 2026**, from 6:00 p.m.– 9:00 p.m. at the 96th Street Park. This signature event is open exclusively to Surfside residents and hotel guests, featuring entertainment, games, a maze, and much more. It's one of the most anticipated community gatherings of the year, offering families a fun and festive Halloween celebration.



COMMUNICATIONS DEPARTMENT

The Communications Department's mission is to build strong connections between Surfside residents, elected officials, and the broader community through strategic communication and innovative marketing initiatives. Its objective is to enhance the quality of life in Surfside by providing timely, informative content that educates, engages and empowers residents. As the primary bridge between Town Administration and its citizens, the department ensures transparency, accessibility, and unity within our community, promoting active civic engagement and celebrating Surfside's unique heritage. Through innovative partnerships and implementing forward-thinking strategies, the department strives to position Surfside as a model of effective governance and vibrant community participation.

Team: Cindy Reyes Arboleda, **Communications Director**
Vacant, Administrative Support

In August 2026, the Communications Department continued advancing the Town of Surfside's mission through strategic public information campaigns, community engagement, public safety education, municipal leadership communications, regional partnerships, youth and family programming, and emergency preparedness outreach. Through coordinated communications across digital platforms, print publications and community outreach, the Department strengthened public awareness while supporting key Town priorities, including school transportation, public safety, law enforcement training, community policing, water safety, fraud prevention, hurricane preparedness, civic engagement and regional collaboration.

Town Manager's Office:

- Produced the September 2026 edition of the Surfside Gazette, overseeing editorial planning, story development, copy editing, photography, graphic design, advertising coordination, proofreading and final production.
- Promoted the launch of Surfside's school bus service for the 2026-27 school year, including public information, community messaging and video content featuring the Mayor, Vice Mayor and Town Commission.
- Supported communications highlighting the Town's participation in regional initiatives and partnerships with neighboring municipalities and Miami-Dade County.
- Led public outreach throughout hurricane season, providing residents with preparedness information, emergency resources and reminders to remain informed about potential tropical weather threats.
- Featured Mayor Shlomo Danzinger's participation in the annual Meet the Mayors Breakfast hosted by the Aventura Marketing Council, highlighting regional collaboration and the exchange of ideas among local leaders.

- Promoted “Mornings with Medics,” inviting residents to meet Miami-Dade Fire Rescue personnel and connect with local first responders over coffee and conversation.

Police Department:

- Led a public awareness campaign warning residents, contractors and business owners about fraudulent permit payment emails targeting building permit, Planning and Zoning and commercial sign permit applicants.
- Featured the swearing-in of Interim Chief of Police Jay Matelis, highlighting his more than 20 years of law enforcement experience and leadership within the Surfside Police Department.
- Featured the department’s comprehensive officer training in use of force, de-escalation and firearms qualification, emphasizing continued professional development and public safety.
- Coordinated communications for a High Holidays Safety and Security Meeting with local religious institutions and neighboring law enforcement agencies, including the Miami-Dade Sheriff’s Office, Bal Harbour Police Department and Bay Harbor Islands Police Department.
- Promoted “**Cafecito with the Cops**,” providing residents, business owners and visitors an opportunity to meet with Interim Chief Matelis and Surfside police officers, discuss community concerns and provide feedback.

Parks & Recreation Department:

- Promoted the launch of Surfside’s school bus service and back-to-school initiatives supporting local students and families.
- Promoted “Stories & Me” early childhood programming and the Stories & Me Fest, highlighting literacy, arts and crafts, sensory activities, music, movement and family engagement.
- Supported communications for the SurfBalBay Water Safety Course in partnership with Bay Harbor Islands and Bal Harbour Village, encouraging residents to participate in CPR training, drowning prevention education and lifesaving demonstrations.
- Showcased Parks and Recreation back-to-school session programming and seasonal activities through the Town’s website, social media, e-newsletters and other communication channels to increase awareness and participation.

Public Works & Infrastructure:

- In time communications regarding the Abbott Avenue Drainage Project, providing residents with timely updates regarding construction schedules, road closures, access impacts and anticipated disruptions.
- Provided residents with guidance regarding moving operations along Collins/Harding Avenue, including Right-of-Way permits, Maintenance of Traffic (MOT) requirements and coordination with the Florida Department of Transportation for work affecting State Road A1A.
- Maintained proactive resident communications regarding infrastructure projects and construction activity through the Town’s website, social media, e-newsletters, alerts and the Surfside Gazette.
- Supported public outreach regarding regional collaboration and infrastructure improvements, including communications highlighting partnership efforts with Bay Harbor Islands.

Town Clerk's Office:

- Supported official communications related to the transition in municipal leadership and the appointment of Sandra N. McCready as Acting Town Manager.
- Promoted the Miami-Dade County Primary Election held Aug. 18, providing residents with timely information regarding the election.
- Continued promoting civic engagement and public participation through Town meetings, programs and community initiatives.

Digital Strategy, Social Media & Brand Stewardship:

- Executed comprehensive digital communications supporting school transportation, back-to-school safety, community policing, law enforcement training, fraud prevention, water safety, early childhood programming, regional partnerships, hurricane preparedness and municipal leadership.
- Produced video, photography and social media content highlighting Town leaders, police officers, students, families and community partners.
- Promoted back-to-school programming through the Town's website, social media, e-newsletters and other communication channels to increase awareness, participation and access to Parks and Recreation services.
- Expanded public engagement through educational campaigns focused on fraud prevention, pedestrian safety, water safety, emergency preparedness, youth engagement and community policing.
- Promoted regional partnerships with Bay Harbor Islands, Bal Harbour Village and Miami-Dade County, reinforcing collaborative efforts focused on public safety, infrastructure and quality of life.
- Continued strengthening the Town's digital presence through timely public information, community storytelling, event promotion and real-time updates across social media and digital communication channels.

Throughout August 2026, the Communications Department remained committed to informing, engaging and connecting the Surfside community through strategic communications that reflected the Town's values of transparency, public safety, collaboration, civic engagement and community pride. The Department continued to support municipal leadership, public safety initiatives, regional partnerships, emergency preparedness and programs that strengthen the connection between the Town and the residents, businesses and visitors it serves.



TOURISM DEPARTMENT

Surfside is one of only three municipalities in Miami-Dade County currently eligible by Florida State Law to impose a Resort Tax of four percent (4%) on accommodations and two percent (2%) on food and beverage sales as a source of revenue. Miami Beach and Bal Harbour are the other two municipalities with the same capability. This unique revenue-generating opportunity is also defined in the Town's Charter in Sec. 69-A.

Resort Tax. The Tourist Resort Tax Fund is a special revenue fund within the budget of the Town of Surfside. This means that the funds, like all special revenue funds, are collected from specific sources and dedicated to specific allowable uses. The Resort Tax Board Members, appointed by the Town's Commission, oversee the legal and appropriate use of these funds through the Tourism Director and the operations of the Tourist Bureau. The Tourist Bureau is responsible for promoting the Town's dining, shopping, lodging, recreation and beach to visitors nationally, internationally, and within the State of Florida. Attracting visitors from within the State of Florida, the nation, and internationally, including from Latin America, Canada, United Kingdom, and Israel.

Team: Frank Trigueros, **Tourism Director**

Summer Sundays Continues with Kites & Bites Event – Surfside's summer spirit was soaring on Sunday, Aug. 16, as families and friends gathered at the beach for *Summer Sundays: Kites & Bites*. The afternoon brought together food, music, creativity and plenty of beachside fun for residents and visitors of all ages. Guests enjoyed delicious bites from Wok N' Roll and Ike's Catering, live music from Soul Travelers, complimentary kites, arts and crafts, and a variety of activities for children and families. Attendees also had the opportunity to relax under Beach Club umbrellas by Shibumi Shades, visit the Mahjong social play tent, cool off with refreshments, enjoy snacks and protein bars, and take part in a free book swap and other interactive activities. The event also featured a sensory play area for toddlers, an SPF station provided by SJI Dermatology and a range of family-friendly activities designed to make the most of a summer afternoon in Surfside. Vice Mayor Benmergui and Commissioner Travani joined Acting Town Manager Sandra N. McCready, Interim Chief of Police Jay Matelis, and members of the Surfside Tourist Board in welcoming the community and enjoying the afternoon's festivities.



Resort Tax Board to Elevate Holiday Lighting Event – The Resort Tax Board plans to expand its annual Christmas Tree Lighting into a broader holiday celebration, creating a more inclusive event that celebrates the season and its many traditions. First introduced in 2024, the event has drawn sizeable crowds during its first two years, with families and children gathering to meet Santa Claus, enjoy champagne, eggnog, hot chocolate and holiday treats, and take in festive musical performances. More details about this year's expanded celebration will be announced in the coming months.

It's a Surfside Thing Video Series Second Video – Last month @VisitSurfside published its second video of the *It's A Surfside Thing* series highlighting Summer Sundays. The boosted Reel post generated strong performance numbers once again, with more than 85,300 views on Instagram alone and 4,500 interactions. Additional videos will be posted soon highlighting kosher restaurants and members of the community. So far, the two main videos and 5-second mini clips have helped garner more than 1,200 new subscribers as the campaign continues to help

@VisitSurfside expand its reach and grow to almost 13,000 followers (currently at 12,900). The account had 11,700 followers when the series started in June.

Clean for Cones Event Sept. 20 – The Resort Tax Board will host Clean 4 Cones on Sunday, Sept. 20, from 10 a.m. to 1 p.m. at the Surfside side of the 96th Street Beach entrance, in partnership with @PlasticFisherman. The community is invited to participate in a fun coastal cleanup while helping keep Surfside’s shoreline clean, with participants receiving a sweet reward for their efforts. The event will feature kosher Cold Stone Creamery ice cream.



ACTIVITY	AMOUNT
Food & Beverage Tax	\$1,306,547.89
Hotel Tax	\$4,912,582.82
Interest Earnings	\$305,956.79
Registration Fees	\$3,950.00
Gross Revenue Generated	\$6,529,037.50 (FY2026)

Note: Calculations are based on information available through the print date of August 24, 2026.



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 providing quality police service to our residents, businesses and tourists.

Team: Jose “Jay” Matelis, **Interim Chief of Police**
Diana Leon, **Lieutenant**

STAFF: 5 Sergeants / 2 Detectives / 19 Officers / 4 Communications Operators
4 Parking Officers / 3 CSAs / 2 Admins / 1 Reserve Officer

Rory Alberto – Sergeant	Lesmes Ruiz – Officer
Frank Colonna – Sergeant	Donovan Saffo – Officer
Marian Cruz – Sergeant	Micah Smith – Officer
Alejandro Lorente – Sergeant	Jose Valino – Officer
Julio Torres – Sergeant	Samuel Villegas – Officer
Ronald Donoso – Detective	Ana Chamorro – Communications Operator
Kemuel Gambirazio – Detective	Jose Dardon – Communications Operator
Loxley Arch, III – Officer	Stephanie Kamer – Communications Operator
Lovenson Beaubien - Officer	Susie Sperbeck – Communications Operator
Tammy Campbell – Officer	Christian Acosta – Parking Officer
Bobby Gabriel – Officer	Josue Castro – Parking Officer
John Gentile – Officer	Alexander Orduno – Parking Officer
Rafael Gomez, Jr. – Officer	William Perez – Parking Officer
Dianna Hernandez – Officer	Isabelle Dourbecker – CSA
Ariel Lage – Officer	Felix Fermin – CSA
Craig Lovelette – Officer	Donald Laurent – CSA
Bryant Luke – Officer	Kimberlee Blecha – Executive Assistant
Joseph Matthews – Officer	Teresa Fernandez – Admin Aide
Sharon Perez-Rivera – Officer	
Ruben Ravelo – Officer	
Joshua Rosario – Officer	
Jose Pacheco – Reserve Officer	

Recruitment Efforts – The Town of Surfside is conducting a national search for its next Chief of Police. The position will remain open until filled, and interested candidates can find full details on the posting through the Town's Human Resources Department. Additionally, we are recruiting for a Communications Operator; those interested are encouraged to reach out to Human Resources for more information.

Cafecito with the Cops

With hurricane season still underway, community preparedness remains a top priority. In that spirit, Interim Chief of Police Jay Matelis welcomed residents, business owners, and visitors to "***Cafecito with the Cops***" on Tuesday, August 25th, at 10:00 a.m. at the Grand Beach Hotel.

Interim Chief Matelis was joined by Mayor Shlomo Danzinger, Commissioner Dovid Weingott, and Acting Town Manager Sandra N. McCready for the morning gathering. Over coffee and light refreshments, attendees connected with neighbors and met the newly appointed Interim Chief. The relaxed setting also gave residents a chance to engage directly with town leadership, sharing feedback, raising questions, and voicing concerns. Events like these reflect the town's continued commitment to open communication and community partnership, particularly as residents prepare for the months ahead.



High Holidays Safety and Security Meeting

On August 19th, the Surfside Police Department hosted a ***High Holidays Safety and Security Meeting***, bringing together representatives from local religious institutions and neighboring law enforcement agencies, including the Miami-Dade Sheriff's Office, Bal Harbour Police Department, and Bay Harbor Islands Police Department.

"Ensuring the safety of our residents and visitors during the High Holidays is a priority for our department, and working together with our partner agencies helps us achieve that goal," said Interim Chief Matelis.

The department extends its gratitude to all law enforcement partners and community institutions for their continued collaboration and commitment to keeping Surfside safe.





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, **Director**
Lys Desir, Jr., **Operations Manager**

STAFF DIRECTORY

14 Solid Waste
8 Facilities/Maintenance
3 Water & Sewer

SOLID WASTE	FACILITIES AND MAINTENANCE
<i>Derick Scott – Manager</i>	<i>Josvani Iglesias – Manager</i>
Jose Acevedo – Beach Patrol	Coordinator – Chiquita Tuff
Martinez Saintilmond – Refuse Collector	Carlos Duarte – General Service Worker
Pierre Desamour – Refuse Collector	Gustavo Gonzalez – Maintenance
Donovan Johnson – Refuse Collector	Idael Suarez – Maintenance
Claude Jean – Refuse Collector	Iran Gonzalez– Maintenance
Harold Jean Baptiste – Refuse Collector	Jose Nodarse – Mechanic
Harry Saintil – Refuse Collector	Guillermo Osorio – CDL Heavy Eqpt.
Esdianis Puente – Refuse Collector	WATER & SEWER
Sanel Cazeau – Refuse Collector	
Mitch Michel – Truck Driver	Water & Sewer Manager - Vacant
Albert Noel – Truck Driver	Ainesworth Turner – Maintenance
Bernardo Cordova – Truck Driver	Rigoberto Chaviano – Maintenance
Anivin Asse – Refuse Collector	Jimmy McCray – Maintenance

* Services through August 24, 2026

SOLID WASTE

ACTIVITY	VOLUME	COST
Garbage Collected	267.13 TN	\$20,333.93
Recycling Collected	75.80 TN	\$10,133.70
Bulk Pick Ups	21.86 TN	\$1,6.63

WATER & SEWER

ACTIVITY	QUANTITY	QUANTITY TO DATE	COST	TOTAL COST TO DATE	TOTAL TO DATE
Sewer Backups	0	0		Internal	0
Water Leaks	0	0		Internal	3
Drain Cleaning	0	0		Internal/ Contractor	50
Hydrant Flushing	45	45		Internal	40
Asphalt Repair	-	4		Internal	0
Residential Service Orders	-	-		Internal	11
Commercial Service Orders	-	-		Internal	0
Hard Pack Maintenance	0	3		Internal	0
Hard Pack Levelling	-	-		Internal	10
Wastewater Pumping Station Inspections	-	-		Internal	29
Damaged Utility Box or Cover	-	-		Internal	0
Compliance Samples	-	-		Internal/ Lab	50
In- House Utility Locations	-	-		Internal	40
Meter Installations	0	0		Internal	1
Water Distribution Residual Collected	70	70		Internal	24
Sewer Repairs	1	1		Internal	0

FACILITIES & MAINTENANCE

ACTIVITY	QUANTITY TO REPAIR	QUANTITY TO DATE	COST RESPONSIBILITY	TOTAL COST TO DATE
Sidewalk and Curb Repair	10 linear ft.	10 linear ft.	Internal	
TOWN HALL BUILDING				
Deep Carpet Cleaning	1	1	Internal	-
Flooring Polishing	1	1	Internal	\$48.00
Painting	1	1	Internal	551.96
Interior Light Repairs/Replacement	6	6	Internal	----
Exterior Light Repairs/Replacement	34	34	Internal	\$49.00

PUBLIC LIGHTING				
Streetlights	2	2	FPL/Miami Dade County	---
Parking Lot Lights	0	0	N/A	----
Beach Entrance Lights	0	0	Internal	----
Downtown Lights	3	3	Internal	----
Christmas Lights	1	1	Internal	----
OTHER MAINTENANCE ACTIVITIES				
Sign Replacement	3	3	Internal	----
Flag Replacement	2	2	N/A	----
Bus Stop Pressure Walking	4	4	Internal	----
Town Hall Sidewalk Pressure Walking	2	2	N/A	----
Town Hall Windows and Doors Pressure Washing (1 st and 2 nd Floors)	1	1	N/A	----
Downtown Garbage Can Pressure Washing	1	1	N/A	----
Parking Lot Concrete Fence Repairs	1	1	Internal	----

Note: Calculations are based on information available through the print date of August 24, 2026.



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: Jamie Blank, **Interim Director (CFLG)**
Andrew S. Fierman, **Interim Director (CFLG)**
Andria Meiri, Budget Officer
Manuel "Manny" Carta, Comptroller
Damaris "Didi" Montes de Oca, Customer Service Representative
Tamara Capote, Accounting Clerk
Maria J. Sommariva, Accountant

Supplemental Attachment **"Finance Status Update"**

MEMORANDUM

TO: Sandra McCready, Acting Town Manager, Town of Surfside

FROM: Fierman Accountants & Advisors, Acting Finance Director and Audit Preparedness Consultants

DATE: August 28, 2026

SUBJECT: **Status Update Regarding Acting Finance Director Services, Audit Preparedness Services, and Financial Close and Reporting Process**

Executive Summary

Pursuant to our engagement with the Town of Surfside, Fierman Accountants & Advisors is providing this status update as of August 28, 2026, regarding the work performed in connection with Acting Finance Director services, audit preparedness services, and the Town's financial close and reporting process.

Since assuming these responsibilities, our team has continued to focus on supporting day-to-day finance department functions, advancing the fiscal year 2025 financial close, addressing ongoing operational and compliance matters, and maintaining a clear timeline and team structure for the external audit process.

Over the past month, we held multiple meetings with the Town's external auditors, CBIZ, and with Foster & Foster, the Town's pension plan administrator, to coordinate the scope and sequencing of both the financial statement audit and the pension plan audit. As a result of these discussions, we have arrived at a set timeline that has been agreed to by all parties, and our team remains focused on meeting each milestone under that schedule.

Finance Department Operations

Throughout August, our team continued to oversee and support the Town's day-to-day finance department operations, providing responsive assistance to other Town departments as needs arose. We remained actively engaged in the Town's accounts payable function several days each week, along with utility billing, exercising oversight of the payment process, reviewing supporting documentation, and approving vendor disbursements to ensure that all payments to and from the Town are properly supported, accurately recorded, and processed in a timely manner. In addition, this month we further expanded our support of accounts payable processing and daily reconciliations, working closely with Town staff to bring the Town's bank reconciliations current and to strengthen the accuracy and timeliness of the Town's day-to-day accounting records going forward.

FEMA Project Worksheets PW 8, PW 11, and PW 15

Following up on previous requests from Josh Webster at the Florida Division of Emergency Management (FDEM) regarding compliance items for PW 8 and PW 11, the Town compiled and submitted the required items, and Mr. Webster confirmed receipt of these materials on July 29, 2026. This month, Mr. Webster advised our team that all requested documentation has now been provided and that he has, in turn, submitted the Town's materials to FEMA for review. He indicated that he is currently awaiting FEMA's response and that there is nothing further required of the Town at this time. We followed up with Mr. Webster again this month to check on status; there have been no further updates to report, and he remains in a holding pattern awaiting FEMA's determination. We will continue to monitor this matter closely and will notify the Town promptly upon receiving any update.

(As previously reported, PW 15 was approved for payment, with the Town's closeout signature completed in a prior update period.)

ARPA Reporting

The Town's required ARPA reporting has been fully completed, reviewed, and submitted in accordance with federal guidelines, and no further action is required on this item at this time.

Rate Study

Our team reviewed the information requests submitted by Raftelis and worked closely with Town staff to submit a detailed response to Matthew Ori on July 23, 2026. On July 29, 2026, Mr. Ori provided follow-up questions and requests for clarification, and we submitted the necessary supporting data to address those remaining items. On August 21, 2026, we received correspondence from Mr. Ori indicating that Raftelis has completed its initial results and requesting a call to review the findings. We have since coordinated with both the Town's Finance and Public Works departments and confirmed a joint meeting with Raftelis for Monday, August 31, 2026, at which time we anticipate reviewing the study's initial results and discussing next steps.

Municipal Parking Fund

As previously reported, the Town's review and evaluation of the Municipal Parking Fund remains on hold and will proceed following the financial audit kickoff, currently anticipated for October 2026.

Bank Reconciliations and Financial Close

The Town's bank reconciliations through fiscal year-end September 30, 2025, are complete, and our team has been working in full force to build on that progress. This month, we completed the reconciliation and review of several additional bank accounts and periods, working carefully through the underlying activity and preparing the necessary adjusting entries as we go. Concurrently, we are updating bank reconciliations for subsequent periods and are actively working through November 2025 to July 2026 for the Town's various bank accounts, which

continues to bring the Town closer to being fully current and supports the identification of adjustments needed for the FY 2025 financial close in advance of the external audit. We remain on target with the timeline agreed to with CBIZ to have the Town's books and records fully adjusted, and we continue to hold regular meetings with the audit team to confirm we remain aligned on scope, expectations, and progress. To date, we have uploaded a substantial volume of planning-phase information in support of these efforts, and we remain on target to meet the agreed-upon milestones.

Audit Preparedness and Next Steps

In addition to advancing the fiscal year-end financial close and reporting process, we have assigned a dedicated team and maintained a structured game plan for audit readiness. Our current efforts remain focused on compiling and submitting the planning-phase documentation and information requested by the Town's external auditors, CBIZ. We have also continued work on key audit fieldwork sections, including cash, accounts receivable, accounts payable, accrued liabilities, and capital assets and long-term debt. In addition, we held several meetings this month with Foster & Foster, the Town's pension plan administrator, to coordinate the pension plan audit, and we have since submitted all requested pension-related information to them and the actuarial valuations are now in process.

We continue to hold regular discussions with CBIZ regarding auditor availability, readiness, and scheduling considerations. Based on our current progress, the plan and schedule we have proposed to CBIZ during our meetings this month, and which has been agreed to by all parties, is as follows:

- **October 5, 2026:** Complete and deliver all planning-phase audit items.
- **October 19, 2026:** Provide fully adjusted trial balance, supporting schedules, and audit fieldwork requests.
- **January 31, 2027:** Targeted completion and final issuance of the audit.

Priorities Going Forward

Overall, our primary priorities going forward are to continue monitoring FEMA's review of PW 8 and PW 11 and follow up with Mr. Webster as needed, participate in the upcoming Raftelis rate study meeting on August 31 and continue to follow up until the study is finalized, initiate the review of the Municipal Parking Fund upon audit readiness in October, continue supporting accounts payable, daily bank reconciliations, payroll, utility billing, and day-to-day finance department operations, complete the FY 2025 financial close and advance bank reconciliations for subsequent periods in line with the timeline agreed to with CBIZ, and continue coordinating with CBIZ and Foster & Foster to deliver planning and fieldwork items per the agreed target dates.



GRANT ADMINISTRATOR

A Grant Administrator is responsible for managing the full life cycle of grants in alignment with the priorities established by the Town Commission and leadership. This includes pre-award activities such as supporting the identification of funding opportunities based on strategic direction, assisting departments in developing project scopes, preparing and submitting grant applications, and ensuring proposals meet eligibility and compliance criteria. Once awarded, the post-award responsibilities include monitoring project progress, tracking expenditures, managing grant compliance, coordinating with departments and funding agencies, and submitting timely financial and performance reports. The Grant Administrator serves as the central point of contact for all grant-related matters, ensuring accountability, transparency, and effective use of funds across the Town of Surfside.

Team: Kristina Brown, **Grant Administrator**

NAME OF GRANT	FUNDER	\$ AWARDED
Resilient Florida Grant Program - Abbott Avenue Stormwater Improvements	FDEP	\$5,000,000.00
Resilient Florida Grant Program - Collins Avenue Water Main Replacement Design	FDEP	\$217,731.00
State Appropriations Project Request - Surfside Boulevard Improvements	FDOT	\$250,000.00
Public Transit Service Development Grant Program – Freebee On-Demand (Yr 1)	FDOT	\$120,898.00
State Appropriation's Request - Surfside Memorial Design and Construction	FDOS	\$1,000,000.00
Resilient Florida Grant Program - Vulnerability Assessment and Adaptation Plan	FDEP	\$300,000.00
Beach Management Grant Program - Coastal Dunes Rehabilitation	FDEP	\$1,220,683.50
General County Funds - Surfside Memorial	MDC	\$250,000.00
State Appropriations Request - Transforming and Reformulating the Surfside Downtown Alleyway	FDOC	\$750,000.00
Viva Florida Grant – Flamingo Garden Park	Florida Wildflower Foundation	\$3,000.00

NAME OF GRANT	FUNDER	\$ AWARDED
Safe Streets for All – Comprehensive Safety Action Plan	DOT	\$200,000.00
District 4 Capital Improvement Grant - Paws Up Park and Community Recreation Improvement Project	Miami-Dade County - Commissioner Steinberg	\$25,000.00
<i>TOTAL \$ AWARDED</i>	<i>\$9,337,312.50</i>	

Grant applications submitted pending determination:

NAME OF GRANT	FUNDER	\$ APPLIED FOR
Waterways Assistance Program – Living Seawall Tiles	FIND	\$70,000.00



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 "A"

<u>PROJECTS</u>
Surfside Memorial
Abbott Avenue Drainage
Collins Avenue Water Main
Dune Restoration
Town Hall HVAC Installation

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: Permitting / Contract award

Status: The KEITH Team presented the project to the commission with the elements that were value-engineered. Town Commission requested some changes to a few elements. The Kieth team has since made the requested changes. The town's legal and procurement team is working with the contractor Shiff Construction on finalizing the language in the construction contract.

SURFSIDE MEMORIAL PROJECT	
CONSULTANT	KEITH & ASSOCIATES
CONTRACT AMOUNT DESIGN	\$590,000
AMOUNT PAID TO DATE	\$563,979.44
BALANCE	\$41,181.25
DESIGN COMPLETE	100%
PERMITTING	ONGOING
CONTRACT EXECUTION	TBD
CONTRACTOR	SHIFF
CONSTRUCTION START DATE	TBD

September Schedule

- **Continue regulatory permitting approval efforts.**
- **Contract execution with Shiff Construction**

Abbott Avenue Drainage

Scope:

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

Phase: Construction

Status: The contractor continues to install pressure pipe west along 92nd Street, utilizing moving maintenance-of-traffic (MOT) road closures at the intersections where work is underway.

CIP has expressed concern to the contractor that 92nd Street has remained closed longer than scheduled by FG. CIP also requested that the contractor provide a realistic schedule for reopening the 92nd Street intersection, as the anticipated reopening date has continued to change. The contractor has coordinated with Florida Power & Light (FPL) to complete the installation of electrical service for both pump stations. The project is still on schedule to be completed on November 23, 2026.

ABBOTT AVENUE DRAINAGE IMPROVEMENT	
CONTRACTOR	FG CONSTRUCTION
CONTRACT AMOUNT	\$8,481,234.01
AMOUNT PAID TO DATE	\$4,526,332.98
BALANCE	\$3,815,169.29
PERCENT PAID TO DATE	53.4%
PERCENT WORK COMPLETE	57.12%
ORIGINAL COMPLETION DATE	08/27/2026
EXPECTED COMPLETION DATE	11/23/2026

September Schedule

Location – 92nd Street

- **Installation of Pressure pipe heading west to outfall**
- **Road restoration and opening of 92nd street intersection**
- **Raise well casing for well # 2**

Location – Abbott Avenue between 91st Street & 92nd Street and West on 92nd Street

- **Raise well Casings for well # 3 & 4**
- **Install Valve between Downstream Defender and Pump Station**
- **Final Road Restoration of 91st Street**

Collins Avenue Water Main

Scope:

Pursuant to Town Resolution 2022-2907 passed and adopted unanimously on August 9, 2022, Nova Consulting was selected to design this project to replace the current, undersized water main on Collins Avenue. The existing water main is past its useful life and requires up-sizing and replacement. 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: Nova Consultants has submitted the **100% design package** to both the **Town** and **FDEP** for review and approval. Nova is continuing its permitting efforts with other governing agencies to ensure the project progresses as planned. Miami-Dade County Fire Rescue has reviewed the plans and provided additional comments that Nova Consulting is actively addressing.

The **Capital Improvement Program (CIP) team** is actively exploring **alternative grant funding opportunities** to support the project's implementation.

Construction is currently **anticipated to begin in the first quarter of 2027**.

COLLINS AVENUE WATER MAIN	
CONSULTANT	NOVA ENGINEERING
CONTRACT AMOUNT	\$340,456.00
AMOUNT PAID TO DATE	\$294,042.57
BALANCE	\$46,413.19
PERCENT PAID	86.4%
STATUS	PERMITTING
CONSTRUCTION START DATE	TBD

September Schedule

- Continue regulatory permitting approval efforts.

Dune Restoration

Scope:

The Commission tasked 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: Construction

Status: Dickerson Construction has completed the dune walking path from the north end at 96th Street to 87th Terrace. The contractor is also installing the post-and-rope fencing along the walking path, beginning at 96th Street and continuing south in coordination with the completed sections of the pathway.

The diverter dunes at each beach access point have been installed to enhance dune protection. The contractor will proceed with the installation of landscaping on both the east and west sides of the walking path, in accordance with the plans, as well as the installation of the beach access mats.

Additionally, the contractor will reinstall all signage that was removed during construction.

DUNE RESTORATION AND BEAUTIFICATION	
CONTRACTOR	DICKERSON
CONTRACT AMOUNT	\$2,549,630.60
AMOUNT PAID TO DATE	\$1,716,365.00
BALANCE	\$601,481.00
PERCENT PAID TO DATE	67%
PERCENT WORK COMPLETE	75%
CONSTRUCTION START DATE	May 11, 2026
SUBSTANTIAL COMPLETION DATE	September 1, 2026
EXPECTED COMPLETION DATE	September 30, 2026

September Schedule

- **Project completion and punch list items.**

Town Hall HVAC Installation

Scope:

The Town of Surfside was awarded a contract to FXP for the removal and installation of a new HVAC system for Town Hall.

Phase: Construction

Status: FXP was issued NTP on July 15, 2026, to start the design and installation of the HVAC. FXP has begun material procurement and design permitting.

TOWN HALL HVAC REPLACEMENT	
CONTRACTOR	FXP
CONTRACT AMOUNT	\$1,170,000.00
AMOUNT PAID TO DATE	\$0
BALANCE	\$1,170,000.00
PERCENT WORK COMPLETE	0%
EXPECTED COMPLETION DATE	02/01/2027

Town Hall Roof Installation

Scope:

The Town of Surfside was awarded a contract to Z Roofing for the removal and installation of a new Roofing system for Town Hall.

Phase: Construction

Status: Z Roofing has executed the contract and is prepared to begin the roof removal and installation. CIP is coordinating with the HVAC and Z Roofing contractors to ensure both projects proceed concurrently and that the work is properly sequenced.

TOWN HALL ROOF REPLACEMENT	
CONTRACTOR	Z Roofing
CONTRACT AMOUNT	\$320,810.00
AMOUNT PAID TO DATE	\$0
BALANCE	\$320,810.00
PERCENT WORK COMPLETE	0%
EXPECTED COMPLETION DATE	11/30/26