



Town of Surfside
Office of the Town Manager
Weekly Overview

January 02, 2023



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Below is a weekly overview of key administration activities per department for the week of January 02, 2023:

Parks and Recreation Department

- Mid-year Main pool slide inspection passed. It was conducted during the last week of December 2022. Inspection was satisfactory.
- Conducted Recreation Leader II interviews (6) for current vacant positions within the Department.
- In conjunction with TNT Sports, conducted a successful first week of Winter Camp. We had a total of 20 campers during the first week.

Police Department

- The Village of Bal Harbour conducted a firework show on the jetty for New Year's Eve on December 31, 2022. The Surfside Police Department assisted the Bal Harbour Police Department with traffic control and pedestrian safety at the Hardpack and 96th Street Beach Access point from 10:00 p.m. to 1:00 a.m.
- The Surfside Police Department will host a community blood drive on January 4, 2023 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.
- The Surfside Under the Stars event is January 7, 2023 from 6:00 p.m. – 9:00 p.m. on 93rd Street between Collins and Harding Avenue. The Police Department will be assisting the Tourist Board with traffic control, the street closure and pedestrian safety from 1:00 p.m. to 10:00 p.m.

Public Works Department

- Milling and Resurfacing 96th Street & Byron Ave during the first week of 2023.
- Miscellaneous asphalt repair throughout the residential area to repair areas where TECO Energy performed work.

Building Department

- Working on Customer Service System portal for online permitting. Looking to deploy smaller permits (driveways, fences, mechanical changeouts) online for January 2023.
- Expected lobby and front desk opening for January 15, 2023.



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Code Compliance Department

- Scheduling yearly inspections for multifamily buildings.

Human Resources Department

- Interviews were conducted for the roles of communications operator, CDL heavy equipment operator, maintenance worker II- (water & sewer), parking enforcement, and recreation II.
- Executed risk management-related tasks.

Office of the Town Clerk

- Calendar of meeting and events:
 - [Events List \(townofsurfsidefl.gov\)](https://townofsurfsidefl.gov)

Tourism and Communications Department

- Digital release of January 2023 Town Gazette.
- Resiliency Updates Feature on Town website.

Planning Department

The activities listed below are in addition to regular zoning reviews of permit applications, review of Planning and Zoning Board applications, zoning discussions with potential applicants and coordinating with Code Compliance.

- Meeting with Walter Keller to develop a schedule for Comprehensive Plan & EAR Update and Design Guidelines Review projects.
- Prepare Information on Zoning Ambiguities for the 1/10/23 Town Commission Meeting.
- Review Artificial Turf regulations and develop recommendations for Planning and Zoning Board.