



Town of Surfside
Office of the Town Manager
Weekly Overview

February 13, 2023



Town of Surfside

Office of the Town Manager

Weekly Overview

Below is a weekly overview of key administration activities per department for the week of February 13, 2023:

Building Department

- The Building Department has received the permit application to construct a new multi-family project planned for the southern end of the 8800 block of Collins Avenue. The project, entitled Surf House Row, has previously achieved Planning and Zoning Board approval and will consist of 8 two- or three-story modern townhouses facing south on 88th street. The permitting process, plans review capacity and inspections were all discussed with the design/development team. We expect the project to come to permit early in the week. The project is the first new commercial/multi-family permit application for our new offices.
- The Building Department has received the commercial permit application to demolish the vacant 8-story condominium known as Surf House located at 8995 Collins Avenue. The permit application is currently under review to ensure compliance with Town's Construction Safety and Sites Ordinance.

Town Clerk's Office

- [Town calendar](#)

Code Compliance Department

- Preparing and presenting code cases to the Special Magistrate

Finance Department

- Pension, Financial & Single (i.e. for State/Federal funding received) audit ongoing
- Transportation Trust (CITT Quarterly Reporting)
- Annual Certification for State Revolving Loan (W&S)

Human Resources Department

- Conducting/coordinating background checks for several positions
- Accepting applications for Town Manager, Lifeguards, Recreation Leader I, Assistant Building Official, Custodian and Police Officer



Town of Surfside

Office of the Town Manager
Weekly Overview

Parks and Recreation Department

- Wednesday, February 15th – Hawthorne Tot Lot Groundbreaking ceremony

Planning Department:

- Prepare presentations for Town Commission Quasi-Judicial applications: 303 Surfside Blvd and 9100 Collins
- Develop ordinances from direction given at Joint P&Z and Town Commission meeting with Town Attorneys
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance. Prepare reports for Planning and Zoning meeting on 2/23/23

Police Department

- The Surfside Police Department will host a community blood drive on February 15, 2023 from 11:00 a.m. – 4:30 p.m. in the Town Hall municipal parking lot.
- The Town of Surfside's Third Thursday event will take place February 16, 2023 from 6:00 p.m. to 9:00 p.m. at 9300 Collins Avenue (200 block of 93rd Street). Three police officers/or parking enforcement officers with assist with the street closures and pedestrian safety from 2:00 p.m. to 11:00 p.m.

Public Works Department

- Delayed Resurfacing on 9201 Collins Ave intersection; permit extension required to perform work; expected to be completed in February 2023.
- Manhole rehabilitation resumed in residential areas. 17 of 32 manholes fully restored; 29 of 32 manholes are prepped first full restoration. Worst case scenario of infiltration estimated at 1 gallon per minute during high tide on Irving Avenue at each of the three manholes. Those I/I have since been repaired. Collins Ave night work is estimated to Start the week of 2/13/23.
- Keith's Engineering have conducted geotechnical surveying at the Veterans Memorial Park in support of the Tennis Center Design.



Town of Surfside

Office of the Town Manager
Weekly Overview

Tourism & Communications Department

- Tourism and Communications is preparing the design files for to wrap the first utility boxes along Collins and Harding Avenues
- Tourism and Communications continues working on aesthetic improvements for the Town website enhancement project.