



Town of Surfside
Office of the Town Manager
Weekly Overview

May 1, 2023



Town of Surfside

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Weekly Overview

Below is a weekly overview of key administration activities per department for the week of May 1, 2023:

Building Department

- The Building Department has issued the Foundation Permit for the 96th Street Park's new modern main building
- The new modern 12 story structure, to be called Surf Club Residences North going forward, has applied for a Foundation-Only permit to begin construction

Town Clerk's Office

- [Town calendar](#)

Code Compliance Department

- Night Inspection (re: Turtle lighting)

Finance Department

- Annual SLFRF Reporting – ARPA Grant
- Pension, Financial & Single (i.e. for State/Federal funding received) audit ongoing
- CITT Quarterly Reporting
- Payroll 941's Quarterly Reporting
- FEMA/CTS Drawdown Filing

Human Resources Department

- Conducted interviews for Code Compliance Officer and Maintenance Worker – Water and Sewer
- Employee appreciation breakfast
- Conducted survey regarding Capital Improvement Projects Director
- Updated Personnel Policies and Procedures Manual
- Conducting/coordinating background checks for Recreation Leader I (PT), Lifeguard (PT/Seasonal), Parking Enforcement Officer cont.
- Conducted new hire orientation for Seasonal / PT Lifeguard and Recreation Leader



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- Accepting resumes for Building Permit Technicians I, II, III, CDL and Heavy Equipment Operator, Community Service Aide – Tourism, Code Compliance Officer FT, Communications Operator, Certified Police Officer, Maintenance Worker II – Water & Sewer, Assistant Building Official, and Lifeguard (PT) and Seasonal

Parks and Recreation Department

- Hawthorne Tot Lot is officially Opened as of Sunday, 4/30/23
- 96th Street Park Construction Internal Meeting Progress Meeting Wednesday, 5/3/2023
- Community Center AC procurement in progress

Planning Department

- Review Planning and Zoning Board meeting decisions
- Prepare ordinances to present to Town Commission meeting on May 8, 2023
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

Police Department

- The North Miami Police Department will host their annual Fallen Heroes Memorial Ceremony to honor their fallen police officers on May 2, 2023 at 7:00 p.m. at the North Miami Police Headquarters. Officer Ronald Donoso will proudly represent the Surfside Police Department as a member of a multijurisdictional Honor Guard Team participating in the ceremony.
- The 42nd Annual Miami-Dade Law Enforcement Officers Memorial Ceremony is May 4, 2023 at 6:30 p.m. at Tropical Park. Chief John Healy will attend this momentous event. Sergeant Alejandro Lorente will proudly represent the Surfside Police Department as a member of a multijurisdictional Honor Guard Team participating in the ceremony.
- The North Miami Beach Police Department will host their annual Memorial Ceremony to honor their fallen police officers on May 5, 2023 at 8:00 a.m. at the North Miami Beach Police Department. Captain Antonio Marciante will attend this event. Sergeant Alejandro Lorente and Officer Bryant Luke will proudly represent the Surfside Police Department as members of a multijurisdictional Honor Guard Team participating in the ceremony.

Public Works Department

- Several residential and commercial roadway construction/restoration projects completed (highlights):
 - 316 Surfside BLVD TECO (91st St and Abbott Ave) full restoration completed



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- 9173/9165/8995 Collins Avenue Cut and Cap completed; Restoration TBD
- 91st St and Harding Avenue Crosswalk sign repaired by MDC
- Tot Lot Plaque Wall constructed, painted, and completed
- Front of Town Hall Power washed

Tourism & Communications Department

- Staff prepared the Communications Plan for the Second Surfside Remembrance Event that is being planned for June 24th, 2023
- Department Director had a site inspection meeting with Steve Calderon of Diamonette to look at the space for the Remembrance event in order to generate a quote by next Friday. A second quote is also being solicited.
- Tourism and Communications met with multiple departments and the Town Manager to go over the social media procedures for the broader Town accounts that will be launched on May 8, 2023
- Tourism and Communications secured the @surfsideflorida social media handles for Facebook and Instagram as well as the @surfsidepolice Twitter account. The SOP document and log in information will be shared with staff this week once approved by the Town Manager in preparation for next week's launch.

Code Compliance Weekly Report



Town of Surfside
Code Compliance Division
Week from April 24 to April 30

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
230702	4/24/2023	8911 Collins Ave	Rimini Beach Condo	Turtle Lighting	P	Courtesy Notice
230703	4/24/2023	9559-9599 Collins Ave	Solimar Condo	Turtle lighting	P	Courtesy Notice
230704	4/24/2023	9149 Collins Ave	Seaway Condo Acquisition LLC	Turtle Lighting	P	Courtesy Notice
230705	4/24/2023	9499 Collins Ave	Spaggia Ocean Condo Assn.	Turtle Lighting	P	Courtesy Notice
230706	4/24/2023	9156 Bay Dr	Bay Drive 9156 Ltd	Woman entered lot without permission to walk dog.	P	Verbal Warning
230707	4/24/2023	9249 Abbott Ave	Offy & Esther Shifman	Property riddled with mangos fallen from tree, rotting on the ground	P	Courtesy Notice
230708	4/24/2023	9417 Bay Dr	Amir Kahn	Bulk trash left on ROW on a Monday	P	Courtesy Notice
230709	4/25/2023	9473 Carlyle Ave	Shmuel Y Rubashkin & Rochel Rubashkin	Multiple construction signs	P	Courtesy Notice
230710	4/25/2023	9416 Carlyle Ave	Moses And Marilyn Shvartzblat	Unsecured construction site/No barrier where retaining wall is being built	P	Courtesy Notice
230711	4/25/2023			Dog on the walking path	P	Verbal Warning
230712	4/25/2023	200 96 St	Surf Harbour Llc	Gate in disrepair	P	Courtesy Notice
230713	4/25/2023	9325 Dickens Ave	Diana E Gonzalez	Pavers	R	Complaint Invest.
230714	4/26/2023	9032 Froude Ave	Randy Rose L L C Trs, et all	OVG	P	Verbal Warning
230716	4/26/2023	9225 Collins Ave	Four Winds Condo Assn.	Yearly Inspection	P	Courtesy Notice
230717	4/26/2023	9140 Harding Ave	Alba M Baiza & Gloria Hernandez & Bruce Baiza	Artificial grass installed without a permit	P	Courtesy Notice
230715	4/26/2023	9501 Harding Ave	9501 Properties Inc.	Lights in disrepair on east wall	P	Verbal Warning
230718	4/28/2023	601 94 St	Joseph & Sarah Rosanel	Construction before 8:00 AM	P	Courtesy Notice
230719	4/28/2023	9488 Byron Ave	Ezequiel Singer & Sabrina Kantt	Vehicle parked on grass	P	Verbal Warning
230720	4/28/2023			Dog without leash	P	Verbal Warning
230721	4/28/2023	9408 Byron Ave	Steven Schraga	Construction site w/o fence allowing sand going into the water drain system leaving pool unsecured.	PW Dept.	Courtesy Notice
230722	4/29/2023	9280 Abbott Ave	Maria C Cohen & Claudia Correa Jtrs	Roofers working on Saturday	PW Dept.	Courtesy Notice
230723	4/30/2023	9272 Abbott Ave	Solomon Zolty Investment Llc	Unsecured site	P	Courtesy Notice
230724	4/30/2023	9164 Carlyle Ave	Cary D Ser &W Judith F Taver	POD/NO PERMIT	P	Courtesy Notice
230725	4/30/2023	8975 Abbott Ave	Ipi Holdings Llc	Bulk trash left on ROW on a Sunday	P	Courtesy Notice
230726	4/30/2023	9048 Carlyle Ave	Kayla Azari	Dog unsupervised, running down the street	P	Verbal Warning
230727	4/30/2023	9009 Carlyle Ave	Virginia-Holly Rango	Mango tree overgrown with branches encroaching on street with fallen mangos	P	Courtesy Notice