



**Town of Surfside**  
Office of the Town Manager  
Weekly Overview

July 17, 2023



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Weekly Overview

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Below is a weekly overview of key administration activities per department for the week of July 17, 2023:

## Building Department

- The 96<sup>th</sup> Street Park main building construction is officially out of the ground now, with the first five feet of concrete walls completed. The main first floor slab, which is steel reinforced concrete 8 inches thick, is being prepared now for pouring on 7-21-2023.
- The Building Department's response to Public Records Request has been accelerated due to the new positioning of staff members and the availability of scanned digital plans and permit documents in Laserfiche in the Cloud.

## Town Clerk's Office

- [Town calendar](#)

## Code Compliance Department

- Review all post hearing cases
- Send Beach Furniture Operator (BFO) permit reminders
- Review and process BFO permits

## Finance Department

- Completion and reporting of Pension, Financial & Federal Single audit to various regulatory agencies
- FEMA/CTS ongoing filing and reporting
- CITT Audit for the previous four (4) fiscal years ongoing
- Proposed Budget preparation FY 2024

## Human Resources Department

- Insurance renewal – cont.
- Personnel/HR investigation cont.
- FOP - CBA related payroll items



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- Maintenance Worker - Water and Sewer, Communications Operator, Community Service Aide - Tourism interviews
- Conducting/coordinating background checks for Parking Enforcement Officer, and Community Service Aide - Tourism cont.
- Accepting resumes for Code Compliance Officer I, II, or III, Building Permit Technicians I, II, III, CDL and Heavy Equipment Operator, Community Service Aide – Tourism, Communications Operator, Maintenance Worker II – Water & Sewer, and Lifeguard (PT) and Seasonal.

### Parks and Recreation Department

- 96<sup>th</sup> St Park LEED meeting update – Tuesday, 4:00 p.m.
- 96<sup>th</sup> St Park Construction meeting update – Wednesday, 10:30 a.m.
- Start of summer II aquatic programs

### Planning Department

- Preparation of new ordinances for August 8<sup>th</sup> Town Commission meeting
- Review of Comprehensive Plan draft with consultant Walter Keller
- Zoning Reviews of Building Department Permits, zoning discussions with potential applicants and coordinating with Code Compliance

### Police Department

- The Parks and Recreation Junior Lifeguard Camp will be held in two sessions from July 10 to July 21, 2023 and July 24 to August 4, 2023. The Police Department will participate in both sessions by incorporating law enforcement and pertinent topics into the program. An All About Sea Turtles Presentation and Beach Cleanup from the Miami-Dade Sea Turtle Conservation Program will take place at Haulover Beach on July 19, 2023 at beginning at 11:00 a.m.
- The Miami- Dade County Board of County Commissioners and Commissioner Micky Steinberg are hosting the Miami-Dade Waterways - Vessel Task Force meeting on July 19, 2023 from 2:30 p.m. – 4:00 p.m. at Haulover Park. Sergeant Julio Torres will attend this meeting and represent the Surfside Police Department.



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### Public Works Department

- **FDOT Approved Night Work**
  - 9173-9165-8895 Collins Ave - FDOT has approved night work at the proposed three locations. TECO is in the process of selecting a contractor for the work. Anticipated start date no earlier than Thursday 7/20/23
- **DOT Approved Day Work**
  - FDOT and PW has agreed to a single lane closing at 9200 Harding AVE. TECO will perform a cut & cap. The start date is Monday July 24th at 8:00 a.m. Estimated duration of closure is 4 hours. The road restoration will be night work at a later date
- **Beach Walk Path trimming**
  - SFM services has completed beach walk path trimming. A walk-through inspection is planned for Friday 7/21/23. Additional landscaping performed at new traffic diverter 89/Hawthorne and the Bus Stop at 9000 Harding.

### Tourism & Communications Department

- Tourism and Communications took part in the July 10 Tourist Board Meeting
- Tourism and Communications director worked with the Town Manager and legal to terminate the former Summer Sundays vendor, Friday Beach, as instructed by the Tourist Board
- Tourism and Communications has been working diligently with ACT Productions and Festival & Event Inc. to coordinate their upcoming events, Surfcastle Royale July 23 and Summer Sundays August 6
- Tourism and Communications did photography for the July Town Commission meeting and Stormwater Masterplan forum on July 13
- Tourism and Communications is finalizing the resident brochure
- Tourism and Communications is working with IKE Smart Cities to finalize the Surfside proposal coming before the Commission next month

Code Compliance Weekly Report



Town of Surfside  
Code Compliance Division  
Week from July 10 to July 16, 2023

Case #	Case Date	Property Address	Property Owner	Nature of Complaint	Proactive VS Reactive	Notification Type
230984	7/10/2023	701 92 St	Bh Star 2 LLC	Construction Noise On Sunday	PD report	Courtesy Notice
230985	7/10/2023	9308 Carlyle Ave	Aron Pinson	Construction Site Maintenance	R	Civil Violation Notice
230986	7/10/2023	9240 Dickens Ave	Lourdes Padron Le; et all	Overgrown And Exterior Paint	P	Courtesy Notice
230987	7/10/2023	9048 Dickens Ave	Surfside FI Acquisitions LLC	Overgrown Grass	P	Courtesy Notice
230988	7/10/2023	No Address- Vacant Lot East Of 700 88 St.	Julian Johnston	Overgrown Grass	P	Courtesy Notice
230989	7/11/2023	9001 Collins Ave	Sc Hotel Property LLC	Bfo Set Up Directly In Front Of Beach Path/Surf House	R	Courtesy Notice
230990	7/11/2023	9065 Dickens Ave	Alejandro Gomez	A/C Unit Installed Without A Permit/Does Not Meet Setback Requirements	R	Civil Violation Notice
230991	7/12/2023	8942 Byron Ave	Peg 90 LLC	Overgrown Grass	P	Courtesy Notice
230992	7/12/2023	8834 Dickens Ave	Christian Luque Maria Laura Robayna	Hedges Planted On The Public Right Of Way	P	Courtesy Notice
230993	7/12/2023	8900 Collins Ave	Beach Point Club Condo	Palm Tree Branches Too Low Over The Sidewalk	R	Courtesy Notice
230994	7/12/2023	400 93 St	David Elmaleh & Miryam Bouhsira Elmaleh	A-Frame Sign	P	Verbal Warning
230995	7/13/2023	8858 Dickens Ave	Paul & Tamsin Glasgow	Improper Dewatering	PW	Courtesy Notice
230996	7/13/2023	601 94 St	Joseph & Sarah Rosanel	Overflowing Construction Dumpster	P	Courtesy Notice
230997	7/14/2023	9056 Bay Dr	9056 Bay Drive LLC	Litter	R	Verbal Warning
230998	7/16/2023	9132 Byron Ave	Maria Del C Barreiro	Pod/No Permit/Construction Materials In Plain View In Front Yard	P	Courtesy Notice
230999	7/16/2023	9208 Carlyle Ave	Arthur E Rangel Filho Michelle R Gallas	Snipe Sign (Real Estate) Placed On Street On The Corner Of 92 Street/Carlyle Ave.	P	Verbal Warning
231000	7/16/2023	9049 Byron Ave	Dustin M & Renee R Tischler	Pod/No Permit	P	Courtesy Notice
231001	7/16/2023	9477 Harding Ave	Kosh Restaurant	Grease Trap Spilling Oil Into Alleyway	R	Courtesy Notice